

**CYNGOR CYMUNED CILYCWYM COMMUNITY COUNCIL**

**Minutes** of the meeting held at Capel y Groes Vestry on Tuesday 25<sup>th</sup> June 2019 at 7.30pm.

**Present:** Councillors Hywel Jones (Chairman), Matthew Paul, Moira Davies, and Aled Edwards. Also present Maria Bennett (Clerk).

**Apologies:** Councillors Arwel Davies, Walter Jones, Eurwyn Lewis and Jamie Pickup

**Policing:** PCSO Stephen Griffiths was not in attendance. Councillors again raised concerns regarding cold calling in the area. Recently a rogue tarmac company called “At Highways” has been calling on people pretending to work for the County Council. They say they have surplus supplies that need to be got rid of quickly but when work is carried out it is of very poor quality. They then charge a very high price and demand payment in cash. The incidents have been reported to the PCSO and also to trading standards. Councillor Matthew Paul has offered to provide free legal advice to anyone in the Cilycwm area who has been affected by this or any other cold calling scam, he can be contacted on the following number: 07949472525. Councillors were also made aware of a recent quad bike theft in the area.

**Declarations of Personal/Pecuniary Interest:** Cllr. Moira Davies and Aled Edwards (Menter Cilycwm)

**Minutes** of the previous meeting held on the 7<sup>th</sup> May 2019 were circulated to the Councillors prior to the meeting. These were proposed, seconded and approved as a correct record.

**Materion yn codi o’r Cofnodion/Matters arising from the Minutes:**

1. **BT Payphone at Siloh** – The clerk informed the council that she had taken further photos of the kiosk and had again reported the damage via email, stressing how disappointed the council was that repairs were taking so long. The clerk received a reply on the 4<sup>th</sup> June stating that the commercial field officer has scheduled a repaint and repair job which should be completed by October. Cllr. Matthew Paul informed the council that the kiosk has now been repainted but that the glass is still missing. Action: wait to see if repairs to the glass panels are made by October.
2. **Tree Preservation Order** E37132 Y Berllan, Cilycwm . Cllrs. questioned the Status of the 3<sup>rd</sup> Tree at the site of the Vicarage, Cilycwm. Action: Cllr. Aled Edwards has not received any update. He will forward correspondence to the Clerk so that she can now take this forward.
3. **“The Welsh Tree of the Year 2018”** – The prize money for winning this competition has not yet been received. Action: Cllr. Aled Edwards to follow up.
4. **Information Board formerly at the Towy Bridge Inn, Rhandirmyn** – The Clerk informed the council that she has been in contact with Brian Hanwell who has provisionally agreed to the board being sited on NRW land at Cwm Rhaeadr. A project form now needs to be completed after which NRW will make their final decision which can take up to 12 weeks. Action: Clerk to fill out form. Cllr’s Matthew Paul and Arwel Davies to advise as to whether a planning application will be necessary.

5. **Employment Contract for the New Clerk** – A contract has been obtained from “One Voice Wales” and was deemed to be suitable following review. Action: Contract is to be populated and sent to the Clerk as soon as possible.
6. **Bank Account Address** – The Clerk informed the council that after much difficulty she had managed to finally speak to someone at Lloyds Bank, who has now emailed the correct form to fill out to enable the bank account address and contact details to be updated. The bank advised the Clerk to add herself as a “named non signatory” to the account so that she can access information on the account in future. The Clerk was also sent a form to enable online banking. There was a discussion by the council as to whether or not online banking was appropriate and it was decided that for now viewing access only would be requested. This means that account statements can be viewed online but all payments will continue in the normal matter. Action: Clerk to get forms signed and sent back to the Bank.

### **Gohebiath/Correspondence:**

Councillors were made aware of the following correspondence which had been previously circulated:

1. One Voice Wales – Confirmation of membership and request for a One Voice Wales Councillor to be elected.
2. One Voice Wales – Basic Online Learning Courses are now available on their website.
3. One Voice Wales - The Innovative Practice Conference is being held on the 10<sup>th</sup> July
4. Planning Aid Wales – Various training courses
5. Carmarthenshire County Council – The Community Council Liaison Forum was held on the 19<sup>th</sup> June
6. Carmarthenshire County Council – Town and Community Lighting Project. This letter informs the council that the existing street lamp bulbs are no longer supported by the manufacturer and therefore a move to LED lighting is required. The County Council is proposing to switch all of the community lighting stock over to LED in one go. They have secured access to a Welsh Government Loan to fund this which is interest free and will be repayable over an eight year period. This would be paid in eight installments of £191.13 a year. It is estimated that by changing to LED lighting the energy cost would fall from £271.26 a year to £88.02. Should we not decide to participate then the County Council will still replace the bulbs ad hoc as they fail but this will incur significantly higher costs. Following a discussion the Council proposed and seconded that Cilycwm Community Council should join the scheme. Action: Clerk to confirm participation in the scheme. Clerk to enquire as to whether the new LED lights will come with a warranty and if so how long the warranty period will be. Clerk also to enquire as to how the existing maintenance costs are reached and if there are likely to be reduced.
7. National Resources Wales – Planned felling work is due to start at Cwm Rhaeadr in July.
8. Wales Audit Office – Internal Audit Webinar will take place on the 2<sup>nd</sup> July.

9. Woodland Trust – Tree of the year, Is there a tree in your community that you would like to champion?
10. Cambrian Mountains Survey – Request for recommendations of local beauty spots.
11. Hywel Dda Community Health Council – A series of large reports about patients experience over a range of services. A discussion was had as to what to do with these reports and it was decided to save them on the laptop in case anyone asks to see them at a later date. Action: Clerk to save reports in one place.

Other Miscellaneous Notices, Local Events, Publications and Newsletter and e-mails were made available to Councillors.

### **Meterion Ariannol/Financial Matters**

#### **~ Adroddiad Ariannol/Financial report:**

*The Clerk confirmed that the Internal Audit was completed without issue. The Internal Auditors report, the Annual Statement and the Financial and Standing Orders were circulated to the Council prior to the meeting for approval. The Council gave their approval and the Annual Statement was signed by the Chairman, Cllr. Hywel Jones and the Responsible Financial Officer (the Clerk).*

*The Clerk confirmed that the accounts can be viewed at her home, Eithin Tewion between 10am and 12pm Monday to Friday from the 1<sup>st</sup> to the 26<sup>th</sup> July. The Clerk requested that in future the accounts be viewed in a public venue and after a discussion it was decided that next year the viewing should take place at the Vestry, Capel y Groes, by appointment only.*

#### **~ Cais am Arian/Requests for Financial support (S137)**

*Play Wales Membership*

*The Wildlife Trust - Red Squirrel Appeal*

The above requests were discussed but the councillors decided not to provide financial support on this occasion.

#### **~ Cadarnhau Taliadau / Confirmation of payments:**

*Chq 637 £300 – Clerks Salary*

*Chq 654 £12 – HOWLTA*

*Chq 646 £73 – OVW Membership*

*Chq 647 £200.92 – Council Insurance*

*Chq 648 £50 – S137 Y Lloffwr*

#### **~ Biliau i'w Talu / Bills for payment:**

*£175 Internal Audit Fee*

*£360 Clerks Net Salary*

*£90 PAYE*

*£116.20 Clerks Expenses*

#### **~ Derbyniadau / Receipts:**

*None*

*Clerk confirmed that the VAT reclaim form had been filled out and sent.*

~ **HMRC:**

*No payment periods.*

### **Materion Cymunedol / Community Matters**

*Menter Cilycwm:*

1. A public meeting was held on Monday 20<sup>th</sup> May 2019 which was generally well attended. The project viability study was presented and the community voted for option 2. This will now form the basis of the project development phase.
2. It has been confirmed that the trustees of Capel y Groes can now legally transfer the land to another trust without any restrictive covenants. This has been enacted on with the Land Registry and should be completed in the next few weeks.

### **Materion Cynllunio / Planning Matters**

Weekly Planning lists received from Carmarthenshire County Council had been circulated by e-mail to Councillors.

*Pre Planning Consultations:*

Application for proposed Livestock Building Rhydwydd Farm – Community Councillors have no objections.

*Planning Consultations:*

Consultation E/39033 Proposed side extension to Cwr Dinas – This was discussed and the Community Councillors did not believe that any specific recommendations should be made and were happy to let the Local Planning Authority decide such matters.

For updates and further details on Planning applications, please visit:

[www.carmarthenshire.gov.uk/planning\\_applications](http://www.carmarthenshire.gov.uk/planning_applications)

Am y diweddara a manylion pellach, ymwelwch a: [www.sirgar.gov.uk/ceisiadaucynllunio](http://www.sirgar.gov.uk/ceisiadaucynllunio)

### **Public Footpaths & Highway Issues**

Penstacan Byway Open To All traffic 8/21 and 8/25 – Clerk informed the council that the public consultation regarding the “Definitive Map Modification Order” closed on the 19<sup>th</sup> June 2019.

### **Other matters:**

*IT Service and Backup*

The Clerk requested permission from the Council to take the Laptop for a service to ensure that there is sufficient protection against viruses and that the files are properly backed up. This was agreed to by the councillors. Action: Clerk to contact Pach Solutions in Llandovery.

Meeting Closed at 8.55pm