

CYNGOR CYMUNED CILYCWYM COMMUNITY COUNCIL

Minutes of the meeting held at Capel y Groes Vestry on Tuesday 5th November 2019 at 7.30pm.

Present: Councillors Hywel Jones (Chairman), Matthew Paul, Arwel Davies, Moira Davies, Aled Edwards, Eurwyn Lewis and Jamie Pickup. Also present Maria Bennett (Clerk).

Elizabeth McGill, Ritchie Latimer, Neil Latimer and Kim Roach attended to hear the discussion of planning applications E/39566 and E/39567 regarding Henllys Coach House.

Apologies: Cllr. Walter Jones

Presentations - Policing: PCSO Stephen Griffiths was not in attendance. Councillors expressed their disappointment at not being able to discuss their concerns and noted that the PCSO had not attended a meeting since May. Action: Clerk to email PCSO to express Councillors disappointment and to copy in the Chief Constable and the Police Commissioner.

Presentations – Mike Theoloudou chairman of the Centre for Building Social Action (CBSA): A summary was given of a new project aiming to reduce levels of food poverty within rural areas of NW Carmarthenshire. The project aims to start up a weekly mobile shop that will deliver substantially discounted healthy food to the centre of villages (or to resident's homes if they are not mobile) for people on lower incomes. The Council was asked to engage and help raise awareness of the project.

Presentations – Ieuan Davies from the West Wales River Trust: Details were provided of a new project focused on the Towy River Catchment aimed at boosting the numbers of critically endangered Salmon and Sewin fish species. The aim is to establish small working groups of volunteers to help remove blockages in the upper tributaries to improve access to breeding habitat. Councillors suggested posting details on the Cilycwm Facebook page and potentially setting up a public meeting.

Declarations of Personal/Pecuniary Interest: Cllr. Moira Davies and Cllr. Aled Edwards (Menter Cilycwm), Cllr. Aled Edwards (Penstacan Byway) and Cllr. Jamie Pickup (Ystrad Ffin Development).

Minutes of the previous meeting held on the 10th September 2019 were circulated to the Councillors prior to the meeting. After some minor amendments the minutes 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** – Clerk has again contacted BT and was assured that the glass panes would be replaced within a week. However Cllr. Matthew Paul informed the council that, more than a month later, the glass is still missing. Action: Clerk to email BT again to request repairs be carried out and also request details of BT's complaints procedure.
2. **Tree Preservation Order** E37132 Y Berllan, Cilycwm – The Council has still not received a satisfactory response from the planning enforcement team. The Clerk, due to illness, explained that she had not yet been in touch. Action: Clerk to follow up.

3. **Information Board formerly at the Towy Bridge Inn, Rhandirmyn** – The Clerk received an email from James Tinney (NRW) on the 4th October to say that the project application is still being processed but should be completed in the next few weeks. Cllr. Moira Davies expressed a concern that the present storage of the sign was not adequate and that it may suffer damage over the winter period. Cllr. Matthew Paul confirmed that advertising consent would be required. Action: Clerk to contact James Tinney for an update and to ask whether NRW may be able to store the sign. Clerk to also start the process of obtaining quotes for the work.
4. **Employment Contract for the New Clerk** – The Clerk and Cllr. Matthew Paul have discussed the contract over the phone but confirmation of the number of hours and the days of work was needed by the Council. This was discussed and it was decided that the Clerk should be contracted to work 4 hours a week but that the days of work should be left to Clerk's discretion. Action: Clerk to circulate a draft contract to the council prior to the next meeting.
5. **IT Service and Backup** – During the IT service Pach Solutions Ltd had advised the Clerk that the BT internet email address is linked to a utilities account (held by the former Clerk) which could be terminated at any time by the utilities provider. The Clerk was therefore advised to set up a new independent email address. This was discussed and agreed by all. The Clerk provided the council with the specification and cost of the proposed new laptop (£399) which councillors approved. The Clerk also informed the council that the printer had stopped working and provided a specification and cost (£149) of a suitable replacement. This was also approved.
6. **Penstacan BOAT 8/21 and 8/25** – It was noted that point 3 from page 351 of the previous minutes required more clarification from Jason Lawday. A site meeting had been arranged but was subsequently cancelled due to internal queries relating to declarations of interest and the application of the Code of Conduct. A full and frank discussion of this was had by all and the Chairman reminded all councillors of their obligations under the Code of Conduct. Action: Clerk to set up a new site meeting with Jason Lawday.
7. **Archiving and Document Retention** – This was postponed until the next meeting.
8. **Society of Local Council Clerks (SLCC)** – The Clerk informed the council that she would apply for membership following this meeting, once the payment cheque was signed.
9. **Web Accessibility Regulations** – Communication between the Clerk and Chris Robertson was circulated prior to the meeting. In his correspondence Chris states that whilst the Cilycwm website displays the Council notices as a courtesy it is not a Community Council site and therefore he does not believe it is necessary for the website to comply with the regulations, a view shared by the Council. He also expressed a wish for the running of the website to be handed over to a new team in the future. Cllr. Matthew Paul stated that after looking at the regulations he felt they placed a disproportionate burden on the Community Council. Action: Website provision to be further discussed at the AGM. Clerk to investigate the costs of setting up a new website compliant with the Web Accessibility Regulations.
10. **Toilets at Llyn Brianne** – The Clerk informed the council that she had contacted Dwr Cymru regarding the closure of the toilets and they had responded saying that they were waiting for builders to start work on repairing the roof. The work is expected to take around 5 weeks and portaloos have now been provided.

Gohebiath/Correspondence:

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

1. One Voice Wales –
 - Various newsletters, training and events.
 - SAFFA (The Armed Forces Charity) VE Day 75th Anniversary Celebrations. Details of national events taking place and inviting communities to contact their local branch of SAFFA to see how they can get involved. Action: Clerk to see if Llandovery Town Council is planning any events.
2. Carmarthenshire County Council –
 - Changes affecting bins/recycling services
 - Pension Credit Leaflet. Providing details of how to claim for pension credit.
 - “Skills for Sports” Workshops
3. Planning Aid Wales – Planning a Community Led Renewable Energy Project

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 informed the Council that the Audit for 2018 – 2019 was now complete. A copy of the financial report was circulated prior to the meeting. The Clerk went through this report and explained that once all expected payments were taken into account, the final year end spend is estimated to be £4850. Additional charges for 2019 – 2020 are likely to be in the region of £200 (LED lighting project). It was therefore decided that for 2019 – 2020 the Precept level should remain at £5000.

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

Age Cymru Sir Gar - Councillors decided to defer a decision on this until later in the year.

~ Cadarnhau Taliadau / Confirmation of payments:

Chq 653 £40.80 – Pach Business Solutions

Chq 654 £360 – Clerks Salary

Chq 655 £42.01 – Clerks Expenses

Chq 656 £90 – HMRC

Chq 657 £50 – Carmarthenshire YFC

~ Biliau i'w Talu / Bills for payment:

£68 – SLCC Membership

£511.42 – Clerks Expenses (Including new Laptop and Printer)

~ Derbyniadau / Receipts:

None

~ HMRC:

Confirmation of October Submission.

Materion Cynllunio / Planning Matters

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

Planning Application Consultations:

E/39566 and E/39567 (change of use of barn at Henllys Coach House to recreational area for existing B&B guests and Yoga space). A discussion was had by all parties involved and it was subsequently decided by the Community Council that no further action was required.

E/39548 (listed building consent for renovations to Glandwr). No action required.

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

www.carmarthenshire.gov.uk/planning applications

Am y diweddara a manylion pellach, ymwelwch a: www.sirgar.gov.uk/ceisiadaucynllunio

Materion Cymunedol / Community Matters

Menter Cilycwm:

Cllr. Aled Edwards provided the following update:

- The project brief and invitation to tender period has been extended. A total of two tenders have been received to date and these have been interviewed. Once the contract is awarded the project will enter the project development phase and will begin to actively look for funding. This phase is expected to take 5 to 6 months after which a planning application can be submitted.
- A programme for S4C has been recorded at the Chapel and Aled will inform the community when it is to be aired.

Public Footpaths & Highway Issues

Flooding by Penrhyn and Cwrdinas

This issue was reported to the highways team and has now been resolved.

Henllys Turn

Concern was raised by councillors over the road surface at this junction causing vehicles to skid.

Action: Cllr. Arwel Davies is to arrange a site meeting at this location to discuss improvements.

General Condition of Minor Roads

Councillors also expressed their concern, as we come into winter, over the general condition of minor back roads including the road from Cilycwm to Porthyrhyd and from Cilycwm to Cynghordy. Action: Clerk to raise the issue with the county council highways team in Carmarthen.

Other matters:

Ystrad Ffin

A general discussion was had on the project.

Meeting Closed at 9:25pm