

CYNGOR CYMUNED CILYCWMM COMMUNITY COUNCIL

Minutes of the **Annual General Meeting** held outdoors and socially distanced at Penlan Farm and remotely via Microsoft Teams on Tuesday 8th September 2020 at 6:30pm.

Present in person: Councillors Hywel Jones (Chairman), Matthew Paul (Vice Chairman), Aled Edwards, Eurwyn Lewis, Walter Jones, Jamie pickup.

Present remotely: Councillor Moira Davies and Mrs Maria Bennett (Clerk)

Apologies: County Councillor Arwel Davies (Attending a different meeting)

Minutes of the 2019 A.G.M. were approved at the Extraordinary Council Meeting held on the 28th July 2020.

Officials elected for the coming year:

Chair : Councillor Matthew Paul

Vice Chair : Councillor Jamie Pickup

Internal Auditor : Mr Lyn Llewellyn

External Auditor : Grant Thornton

Financial matters: The Financial Report for the year ending 31 March 2019, prepared by the Clerk was circulated in advance to Councillors. The Clerk took the opportunity to explain Receipts, Payments and Account balances. The Clerk confirmed that the Audit deadline of the 31st July had been met and that the electorate were able to view the accounts until the 28th September by contacting the Clerk.

S137 Spending: Cllr. Jamie Pickup asked if some of this money could be spent on improving local footpaths. Cllr. Aled Edwards explained that S137 payments could only be made to specific local organisations. It was decided to approach the County Council to help fund the cost of footpath maintenance as necessary.

Bank Reconciliation will be certified each meeting by Councillor Moira Davies.

Signatories: Councillors, Aled Edwards, Eurwyn Lewis and Walter Jones will be the authorised signatories for the Council's Bank Account transactions.

Bank: The Council's Accounts will continue to be held at Lloyds TSB Llandoverly.

Clerical expenses: Reasonable evidenced expenses will be reimbursed in the normal way. The Clerk will in addition be entitled to claim £4 per week for the use of their home as an office along with a percentage of their telephone and internet bill based on the number of hours worked. Mileage can be claimed at 45p per mile.

Venue and time of meetings: The Council will meet at Capel y Groes Vestry unless it is necessary to vary the location due to the Coronavirus Pandemic. Meetings will continue to be held on the first Tuesday of the following months: January, March, May, July September and November.

Public Notices: Information will continue to be displayed on the village notice board and Cilycwm Website. Cllr. Jamie Pickup requested to formally adopt the "Cilycwm People" Facebook page as an additional means of communicating with local people. This was approved by all. It was agreed that this would be included in the Clerks responsibilities.

Code of Conduct: Latest Code of Conduct Training Material was circulated to the Councillors by email prior to the meeting.

Policy Review: A copy of all relevant Council Policies were circulated to the Councillors by email prior to the meeting.

Risk Assessment: The risk assessment was circulated in advance. It was felt that some changes were necessary due to the Coronavirus Pandemic. Action: Councillor Matthew Paul to review Risk Assessment.

Standing Orders and Financial Regulations: The Clerk confirmed that these had not changed. The most recent copies were circulated to the Councillors by email prior to the meeting.

Scheme of Delegation: The Clerk explained that Councils had been advised to formally adopt a Scheme of Delegation to enable the Clerk to carry out urgent council business in consultation with the Chairman during emergencies. This was approved by all and formally adopted.

Web Accessibility Regulations (WAR): The Clerk had previously circulated guidance pertaining to the regulations along with quotes from local website developers for the creation of a stand alone council website that would be WAR compliant. After some discussion it was decided not to proceed with a website at this stage as it was felt that the regulations placed an unfair burden upon the council. Instead it was decided to investigate the possibility of sharing resources with other Councils.

Information Board Maintenance: The Clerk informed the Council that the Insurance policy would cover the Towy Bridge Notice Board providing that it was maintained by the Council.

The Chairman, Councillor Hywel Jones expressed his thanks for the support given to him during his term of office. He conveyed his good wishes to the incoming Chairman Cllr Matthew Paul and expressed his appreciation to Maria Bennett in her role as Clerk.

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Present in person: Councillors Hywel Jones (Chairman), Matthew Paul, Jamie Pickup, Aled Edwards, Eurwyn Lewis and Walter Jones.

Present remotely: Councillor Moira Davies, Maria Bennett (the Clerk) and Eddy and Bunty Morgan (members of the public).

Apologies: County Councillor Arwel Davies (attending a different meeting)

Presentations - Policing: The following updates were received by email from PCSO Stephen Griffiths on the 30th June and the 14th July:

- Drugs Seized: A drugs warrant was carried out at an address in Siloh where 100 cannabis plants were seized. This was a good result and prevented the cannabis from being sold on the streets.
- Stolen Lambs: A total of 19 lambs were stolen from a local farmer. Cllr. Aled Edwards informed the council that the lambs were taken off Mynydd Mallaen and although this was first time an incident had been reported to the police it was an ongoing issue.

Declarations of Personal/Pecuniary Interest: Cllr. Jamie Pickup (Planning Application PL/0049), Cllr. Walter Jones (Planning Application PL/00099), Cllr. Moira Davies (Menter Cilycwm) and Cllr. Aled Edwards (Menter Cilycwm).

Minutes of the previous meetings held remotely on the 23rd June 2020, 21st July 2020 and 28th July 2020 were circulated to the Councillors prior to the meeting. These minutes were proposed, seconded and approved as a correct record.

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

1. **Speeding in the Village** – Currently on hold due to the Coronavirus pandemic.
2. **Tree Preservation Order E37132 Y Berllan, Cilycwm** – The Clerk informed the council that she had now received a formal response from Arboriculture Officer Stephen Edwards via an email from the Planning Enforcement Officer Dylan Jones (dated 19/06/2020). This reads "The developer did not follow planning conditions. Instead of a fine we mitigated with a planting programme". The Councillors were not happy with this decision and felt that it did nothing to protect trees in the Cilycwm area. However the Councillors accepted that there was little that could be done now as the opportunity to penalise the developers had passed. Instead it was decided that a complaint should be made to the County Council with regards to the way in which the matter has been dealt with.
ACTION: Clerk to write a letter of complaint to the head of planning and to copy in the Church Diocese.
3. **Information Board formerly at the Towy Bridge Inn, Rhandirmyn** – The planning application for advertising consent was submitted by post on the 2nd June 2020. The County Council confirmed receipt and requested an extension until the end of the year which with the permission of the

Chairman the Clerk agreed to in writing. The original cheque for £100 was cancelled by the County Council as Community Councils are entitled to a 50% reduction in the application fee. A new cheque for £50 was subsequently signed and sent.

4. **Archiving and Document Retention** – This was postponed until the next meeting.
5. **Web Accessibility Regulations 2018** – This was discussed at the AGM. Councillors decided not to create a stand alone website and to instead explore the possibility of sharing resources with other neighbouring community councils.
6. **Review of Carmarthenshire Revised Local Development Plan 2018 – 2033** – A review of the document was undertaken by the Clerk, a summary of which was sent to Councillors by email (dated 26/03/20).
7. **Updating correspondence details for Lloyds Bank** – A letter signed by the signatories was sent to the bank in March asking for the email address and telephone number to be updated. However the Clerk has not received confirmation. ACTION: Bank details to be updated once a new Clerk is appointed.
8. **Porthyrhyd Defibrillator** – No fault was found with the electric supply. A new bulb has now been fitted and the kiosk is now if full working order. Cllr. Arwel Davies has registered the kiosk with the Welsh Ambulance Service.

Gohebiath/Correspondence:

The Clerk informed the council that there had been a significant increase in the number of emails received since the start of the Coronavirus Pandemic. All relevant emails were circulated to councillors. The following list provides a brief summary:

1. One Voice Wales –
 - Various newsletters, training and events.
 - Coronavirus Briefings, Regulations and Guidance
2. Dyfed-Powys Police -
 - Coronavirus Fraud Warnings. The Clerk advised that these have been posted on the Cilycwm website to warn local people. Cllr. Matthew Paul advised that anyone local to the area who is worried they may have been scammed can get in touch with him for help (Mob: 07949472525).
3. Carmarthenshire Energy: EV Charge Points – Ystrad Nurseries have expressed an interest in having an EV charge point.
4. Carmarthenshire County Council –
 - Weekly Coronavirus Updates
 - Code of Conduct Training – No face to face training undertaken this year. Instead electronic training documents have been produced and circulated to Councillors.
 - Monument Consultation – Seeking people's views on the Monument of Thomas Picton (Slave Owner) in Carmarthen.

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

Meterion Ariannol/Financial Matters

~ Adroddiad Ariannol/Financial report:

A copy of the receipts and payments were circulated prior to the meeting. These were explained by the Clerk during the meeting.

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

Urdd Eisteddfod - £500 (final installment)

~ Cadarnhau Taliadau / Confirmation of payments:

Chq 666 £205.75 – Wales Audit Office

Chq 667 £839.23 – CCC Footway/Lighting

Chq 668 £90 – Menter Cilycwm (NOT CASHED)

Chq 669 £360 – Clerks Salary

Chq 670 £90 – HMRC

Chq 671 £234.48 – Clerks Expenses

Chq 672 £77 – OVW

Chq 673 £18 – HOWLTA

Chq 674 £100 – Wales Air Ambulance

Chq 675 £198.23 – Council Insurance

Chq 676 £50 – Reduced Advertising Consent Fee

Chq 677 £200 – Internal Audit Fee

Chq 678 VOID

Chq 679 £360.11 – PAYE Tax Refund to Clerk

Chq 680 £450 – Clerks Salary

Chq 681 £20.62 – Clerks Expenses

~ Derbyniadau / Receipts:

£1666.66 – April Precept

£360.11 – PAYE Tax Refund for Clerk

£139.87 – VAT reclaim

£1666.67 – August Precept

~ Biliau i'w Talu / Bills for payment:

£450 – Clerks Salary (July, August, September)

£150 – Clerks final Salary (October)

£193.24 – Clerks expenses

~ HMRC:

Submission submitted as normal

Materion Cynllunio / Planning Matters

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

The following Planning Applications were considered:

PL/0049 – Conversion of old barn at Waun Croiddur into holiday accommodation.

PL/00099 – Extension to rear garden curtilage and double storey rear extension at Gilwen, Cilycwm

PL/00067 – Listed Buildings Consent : Emergency Repairs to Henllys

PL/00123 – Replacement agricultural building on footprint of existing building for stock

The Councillors had no objections to any of the above.

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:

Nothing to report. Still awaiting decision of grant application

Public Footpaths & Highway Issues

Penstacan BOAT 8/21 and 8/25

The County Council have advised that due to lockdown restrictions they are unable to process legal Orders at this time. Research, analysis and administration tasks are however ongoing.

Other matters:

Consultation on the Removal of BT Phone Kiosk at the Towy Bridge

Clerk has informed the County Council that the Community Council wish the phone kiosk to be retained as there is limited mobile signal in the area. Cllr. Aled Edward however has been made aware by local residents that the phone equipment has already been removed from this kiosk. He was also informed that should it not be possible for the kiosk to be retained in full working order then the local residents would be interested in adopting it. ACTION: Clerk to contact BT to confirm the status of the kiosk and to find out from the County Council why this has happened.

Funding for Improved Broadband Connections

The deadline to register interest in this funding from the UK government closes on the 30th September. Local residents and businesses are encouraged to register their interest as funding is awarded according to collective interest. For details please see the Cilycwm Website or Cilcwm People Facebook Group.

Advertising for Replacement Clerk

The current Clerk, Maria Bennett, handed in her notice on the 1st September and wishes to leave her post on the 31st October 2020. It was decided that an advert for a new Clerk should be placed on the Facebook Groups; Love Llandovery, Cilycwm People and Rhandir-mwyn & District Community Association. In addition advertising rates for Y Lloffwr and the Carmarthen Journal were to be obtained. ACTION: Clerk to post advert on facebook groups and to obtain advertising rates.

The Chairman thanked Maria Bennett for all her hard work and diligent efforts as Clerk. She in returned thanked the Chairman for his kind words and wished the Council all the best for the future.

Meeting Closed at 8:30pm.