

CYNGOR CYMUNED LLANARTHNE COMMUNITY COUNCIL

Minutes of the June 2024 Meeting of Llanarthne Community Council held at Llanarthne Village Hall on 11/06/2024 at 19.00.

48/2024-2025 Present.

Councillors: A Isaac (Chair), G Jones, C Pugh-Jones, M Jones, E Jenkins, N Thomas, R Pole.

Clerk.

Translator – R Jones.

49/2024-2025 To receive apologies.

Councillors: County Cllr A Davies, County Cllr H Jones.

50/2024-2025 To receive declarations of interest.

None.

51/2024-2025 Opportunity for the public to address the Council on agenda items.

Ms Cerys Thomas and Ms Delyth Davies attended the meeting on behalf of Capel-Arthne YFC to accept a theatre projector which was donated by Llanarthne Community Council to enable the YFC and Llanarthne Village Hall to utilise.



52/2024-2025 To consider and note any policing and/or road safety concerns.

Cllr G Jones reiterated the poor condition of Swansea Road, and that road safety was now a major concern for cyclists and motorcycle riders. **Resolved** for the Clerk to report to the relevant department and County Cllr A Davies.

Cllr R Pole reported that the road surface near the entrance to the NBGW was very poor despite recent repairs. **Resolved** for the Clerk to report to the relevant department and County Cllr A Davies.

Cllr E Jenkins stated that the overgrown hedges and grass near all junctions within the community required cutting to avoid road traffic incidents. **Resolved** for the Clerk to report to the relevant department and County Cllr A Davies.

Cllr N Thomas stated that numerous HGV vehicles were utilizing Swansea Road to collect timber from a nearby woodland and asked if it was possible to contact the haulage company for a donation to repair the road surface. **Resolved** for the Clerk to contact the haulage company.

53/2024-2025 County Council Matters - County Cllr A Davies.

None.

54/2024-2025 To Receive Chairman's Reports.

The Chair expressed her appreciation to all council members for attending the annual dinner at the Emlyn Arms, Llanarthne on 15/05/2024 and to the Clerk for arranging an enjoyable evening.

The Chair expressed her appreciation to all council members for attending the Discover Llanarthne event at Llanarthne Village Hall on 25/05/2024 and apologised for not being present. Thank you to Cllr M Jones, Cllr G Jones, Capel-Arthne YFC, Community members and the Clerk for completing the project on time.

55/2024-2025 Confirmation and Signing of the Minutes of the Council Meeting 14/05/2024.

It was **resolved** to confirm the minutes for 14/05/2024. Proposed by Cllr G Jones and seconded by Cllr E Jenkins.

56/2024-2025 Matters arising from the above minutes.

The Clerk informed Council members that all matters to **resolve** had been actioned and if correspondence had been received, a copy of the Email had been sent to each member for information.

Cllr R Pole stated that she was willing to become Vice-Chair of Llanarthne Community Council during 2024-2025 if no other member was able to fulfill the role but affirmed that she was unable to Chair the council during 2025-2026 due to work commitments. The Clerk reported that two insurance quotations were received and sent to all council members to review on 20/05/2024.

BHIB - £771.02.

Zurich Insurance - £459.00.

Council members compared both quotations and responded via email in favor of Zurich Insurance. The Clerk confirmed the purchase of insurance on 27/05/2024.

57/2024-2025 To note correspondence or to list for consideration at a forthcoming Council meeting.

(All relevant correspondence is emailed to council members at the time of receipt and only brought before the meeting if necessary or specifically requested by members or the Clerk).

The Clerk reported that after discovering a fault on the Llanarthne Community Council Website, he contacted PACH to resolve the matter. After several hours of investigation PACH managed to resolve most of the issues but discovered that the problem was caused by the "Our Village" plugin which was installed by a third party for the "Hen a Wyr" project. The "Our Village" plugin was not compatible with Wordpress, the software company, which then affected other areas of the website. PACH stated that

to maintain the integrity of the website and ensure smooth operations, they must clarify their policy on responsibility and support. Pach Business Solutions Ltd cannot be held accountable for issues arising from changes or installations made by individuals outside the team. Additionally, they will not be responsible for the website's integrity or security in any way whilst anyone outside of their team has admin access.

There were concerns from council members that the “Our Village” plugin, which entitled the public to scan the “Hen a Wyr” QR code would be disconnected or would not work. The Clerk reported that it was currently visible on the website and that he would contact PACH to confirm continuity. Council members also asked if it was advisable to seek another website designer to maintain the site in the future. The Clerk stated that PACH were not at fault and that the third party should have contacted PACH prior to installing the plugin to ensure compatibility. There had been no previous issues with PACH, and they were very amicable with regards to resolving the matter at no cost to the community council. **Resolved** for the Clerk to contact PACH to clarify the situation regarding the “Our Village” plugin and report to all council members via email.

58/2024-2025 Planning.

None.

59/2024-2025 Payments.

The below payments were certified in the May meeting and **ratified** in the June meeting. Copies of invoices sent to all members electronically prior to payment for authorization. Proposed by Cllr E Jenkins and seconded by Cllr M Jones.

Method of Payment	Date	Suppliers & Details	Sum £ inc VAT
Online	29/05/2024	Dynefor Tree Services - 001	125.00
Online	29/05/2024	Capel Dewi Community Association – May 2023	40.00
Online	29/05/2024	Capel Dewi Community Association – January 2024	40.00
Online	29/05/2024	Capel Dewi Community Association – March 2024	40.00
Online	29/05/2024	Morgan & Morgan – SORD00119439	538.80
Online	29/05/2024	Llanddarog Community Council – Zoom (50%) 7007438114	224.95
Online	29/05/2024	Eisteddfod Fach Capel Dewi – Annual Revenue Grant	200.00
Online	29/05/2024	Llanarthne Village Show – Annual Revenue Grant	200.00
Online	29/05/2024	Llanarthne Village Hall - Annual Revenue Grant	850.0
Online	29/05/2024	Capel Dewi Community Association - Annual Revenue Grant	850.00
Online	29/05/2024	Emerge Advertising - 1358	108.00
Online	29/05/2024	MJB Business Services - 003093	218.40
Online	29/05/2024	Shaun Pinney - 08017	250.00
Online	29/05/2024	Screwfix	38.44

Online	29/05/2024	Mason Evans	60.00
Online	29/05/2024	L M Jones – Internal Auditor	75.00
Online	29/05/2024	Zurich Insurance - 533767924	459.00

60/2024-2025 To note receipts.

None.

61/2024-2025 To confirm Internal Auditor for 2024-2025 accounts.

The Clerk reported that after consulting with One Voice Wales, the proposed Internal Auditor was not able to fulfil the role due to a conflict of interest. The Clerk assured council members that he would attain another Internal Auditor ASAP. **Resolved** to note.

62/2024-2025 To discuss Model Standing Orders.

A copy of the new Model Standing Orders 2023 was received from One Voice Wales and sent to all council members for consideration. Council members assessed the new Model Standing Orders against the old and it was decided to make a few minor amendments to the document. Proposed by Cllr R Pole and seconded by Cllr C Pugh-Jones. **Resolved** for the Clerk to upload the new Model Standing Orders document onto the website when alterations complete.

63/2024-2025 To confirm the prepared External Audit Report for 2023 – 2024.

Each member had been provided with a written report and a copy of the 2023 – 2024 accounts prior to the meeting. The Clerk has received notice of instruction regarding the upcoming External Audit. The Clerk finalised the report and presented the report to all council members for investigation prior to presenting it to the council members for confirmation. An explanation was presented verbally to all council members explaining all questions asked by the External Auditor. It was proposed by Cllr G Jones, seconded by Cllr N Thomas and all council members agreed to accept the documents prepared by the Clerk. Resolved for the Clerk to get documents signed by the Internal Auditor before sending completed documents to the External Auditor before 30/06/2024. **Resolved** to note.

64/2024-2025 To discuss “Yr Hen a Wyr” project.

Cllr M Jones reported that the project was now complete and that the “Discover Llanarthne” event on 25/05/2024 was very successful and a fantastic platform to launch the project. Cllr M Jones expressed her appreciation to Cllr G Jones, Capel-Arthne YFC, Community members and the Clerk for completing the project on time. Cllr M Jones also stated that all documents regarding the project had been submitted to the National Heritage Lottery. **Resolved** to note.

65/2023-2024 To hold a forum in order for members to raise reports/questions through the Chair.

Cllr G Jones reported that a member of the community had cut the grass around the seating bench at Pont Felin Gat and requested the Clerk to ask the contractor to maintain the area. Cllr R Pole stated that the area around the seating bench at Gors Wen also required maintenance and Cllr E Jenkins requested the same for the area at Capel Dewi. **Resolved** for the Clerk to contact the contractor.

66/2023-2024 In Camera 20.30.

Those who were not Community Council members, or the Clerk departed the meeting – not to return. The exclusion is due to personnel / staffing matters being discussed.

67/2023-2024 To note staff payrun April, May, June 2024.

The Clerk reported the payroll amounts verbally to all council members. The Clerk stated that the National Minimum Wage had increased to £11.44 in April 2024. It was **resolved** to accept the report and ratify the payment of the sums as presented. Proposed by Cllr G Jones and seconded by Cllr E Jenkins.

68/2023-2024 Next Meeting.

Date of the next meeting to be held at Capel Dewi Village Hall – 09/07/2024 at 19.00.

69/2023-2024 The Meeting Finished at 20.35.

Chairman

Date
