Minutes of the meeting of Llangynin Community Council held at the Bryn Chapel Hall on 10 September 2024 7pm

Present: Councillors Philip Morgan, Les Murphy, Caroline Jones. Cllr Ramruttun via Zoom – co- opted (paragraph 3 below)

In the Chair - Councillor Caroline Jones (Vice Chair)

1. **Apologies for Absence –** Councillors Wells, Bulford and Davies

2. **Declarations of Interest -** Cllr Jones in respect of all and any matters concerning the Bryn Chapel Hall (of which she is a trustee).

3. **To consider the application for co-option onto the community council-** An application had been received from Dr Brickchand Ramruttun. It was **RESOLVED** that he be co-opted. The Chairman welcomed him back to the council after a number of years away. Dr Ramruttun provided a signed declaration of office, having received the Code of Conduct.

4. **Minutes of the meeting of 9 July 2024 -** It was **RESOLVED** that minutes of meeting of the council held on 9 July 2024 be approved and signed as the correct record. Proposed by Cllr Morgan, seconded by Cllr Murphy.

5. **Existing business:**

   5.1. **Llangynin Park** – the clerk provided an update to the members. A request had been received for an undertaking to cover the sellers' costs – which in turn required that costs on account in the sum requested (£800 plus VAT) to be sent to JCP Solicitors. It was **RESOLVED** that this sum be sent with confirmation that the council would meet reasonable costs of the sellers with the reminder of these being public funds.

   5.2. **Letter re traffic damage to road and to village signs** – the draft letter prepared by the clerk had been approved. It was **RESOLVED** that it was sent. There was discussion with the County Councillor and generally about further steps that could be taken of a worthwhile nature including escalation within the county council and contacting the MP. Clerk to progress sending letter and email to MP.

   5.3. **Update on position re financial assistance in respect of the Bryn Hall –** it was formally noted that this grant had been made in line with the minutes of July. The invoice sent to the Bryn upon which the grant was based was for £306 less than previously anticipated and the grant accordingly was reduced by that sum. The £306 to be noted as part of reserves. This matter now completed, to be removed from the agenda.

   5.4. **Replacement of stiles with stock proof gates –** the clerk confirmed that the PROW Maintenance Co-Ordinator had confirmed that the installation would be the second week in October, final date to be confirmed. The precise date would be given two weeks beforehand.

   5.5. **Repairs the bench by bus stop:** the clerk having investigated the recycled plastic options confirmed that these were pre-cast to specific sizes which would not work for the bench. On that basis, it was **RESOLVED** that treated wood of the correct size would last for a considerable time and could be locally supplied along with the fixings. Cllr Murphy was content to ensure that cut ends were treated and that the wood would be suitable for sitting.

5.6. Review of Grant Awarding Policy – The draft circulated by the clerk had been considered by all present. It was **RESOLVED** that the updated version be adopted and reviewed again in 12 months time.

6. New Business

6.1. **Review of**

6.1.1. **the Asset Register –** the members had considered the current asset register – no changes for last year. The asset register will be updated accordingly when the park transaction proceeds with corresponding update to the insurance**;**

6.1.2. **the adopted Training Plan –** the clerk noted that she and one councillor had undertaken Code of Conduct Training**;** members expressed an interest in training on planning – clerk will investigate options.

6.1.3. **the Annual Report –** the clerk had drafted minor amendments which had been reviewed by the members. It was **RESOLVED** that the updated version be adopted and reviewed again in 12 months time;

6.1.4. **Policy in relation to Mandatory Payments –** given the amount of discussion and the matters still to address, it was **RESOLVED** that this review of the Policy be carried forwards to the November meeting**.**

6.2. **Consideration of the matter of insurance** due for renewal on 31 October 2024 (in advance of the next meeting) - The clerk reported that the current policy was available for renewal - she was waiting for an updated figure associated with the slightly higher precept figure for this financial year. The policy was web only with Zurich, which covered the council's current needs. The clerk reminded the council of the discussions last year. Her understanding is that the market was no wider than last year. It was agreed that the clerk would contact BHIB and Arthur J Gallagher – both brokers who work extensively with councils and check that no other provider yet competed with Zurich's figure. The cover on offer from Zurich remained suitable for the council currently. The member discussed the options and concluded that the clerk should check with as referred to above but at present it seemed likely that the Zurich policy was sufficient for the council's requirements and also the cheapest. **RESOLVED** that a) the clerk check with Arthur J Gallagher and BHIB on their offering and feedback to the members; b) if it were a preferable/cheaper policy the matter be further discussed but otherwise c) the clerk circulate the updated figure from Zurich once known and d) provided it remained significantly cheaper as an online policy, renewal with Zurich be undertaken before the expiry of the existing policy on 31 October. It was understood that the payment would need to be authorized before the meeting in November – which could be done in the usual manner. The payment figure and date of payment would be confirmed at the November meeting of the council.

6.3. **First consideration by members of action plan for financial year 2025-2026 –** the members discussed potential costings for the park in the next years, accepting that any major development would require substantial grant funding with associated community consultation exercise. The members agreed it was appropriate to consider a draft budget at the November meeting so that the clerk had the opportunity to prepare something which took into account the members best thoughts for the January meeting where the budget was set.

6.4. **Consideration of the current condition of the footpaths** – Cllr Morgan reported that sections of the footpath were blocked/impassable due to the growth of brambles and gorse. The clerk said similar had been reported to her – and she had passed that on to Public Rights Of Way Team to ask the landowners to do some clearance work. Cllr Morgan indicated that he was seeking to organize a work party on a date soon. Once the date is identified, it will be promoted via the website, via the village FB and by word of mouth to try to get sufficient people along to clear the routes quickly. There was also discussion on creating a map of the circular walk round the village – which might be promoted.

6.5. **Repairs to Lighting pole numbered 725-04 –** the clerk confirmed that she had been contacted by Carmarthenshire CC as a lighting pole in the village had been identified upon inspection as being unsafe. It was to be repaired with the cost invoiced to the community council in the sum of £845. This was an unanticipated expense that would need to come from reserves. The members noted that the work had been undertaken the day that the call had been made to the clerk. The clerk will email the county council to confirm that the invoice is expected. It is to be paid on 30 day terms. RESOLVED that this sum be authorized for payment once the invoice arrives and has been reviewed by the clerk.

6.6. **Application for donation** towards the costs of village pumpkin carving competition in the Park – Cllr Bulford had sent his apologies so the date/details of the proposed event was not known. However, it was noted that the event had been run with success last year –many of the village children had participated. The members were supportive of the event continuing and of the council making a contribution to the costs. It was understood that the sum sought was £30. The clarification needed was how that sum might be provided. RESOLVED that in principle £30 donation towards the costs of the pumpkin carving event would be made but that clarification would be needed on how this might be made with good receipt given.

6.7. **Attendance at Remembrance Sunday 2024 and purchase of wreath** – cost £25. Cllr Murphy said that he would attend the event this year. The clerk also will try to attend. RESOLVED that a wreath would be purchased in the sum of £25.

7. The County Councillor's Report – it was reported that substantial road repairs had been undertaken near Login. The County Council now had 3 hot boxes which should improve the quality of road repairs/pothole filling going forward.

8. **Clerk's Report and correspondence not otherwise on the agenda -** the clerk had nothing to add.

9. Planning Matters – PL/08172 – double garage to the front of Green View. The members considered the drawings for the proposed garage. RESOLVED that there were some limited comments upon what was proposed with the clerk to draft an email summarizing them for approval and then submit by 12 September.

10. **Finance and Payments (Contractual and invoiced).**

1.1. **Budget monitoring** – Budget monitoring – review of current financial position in relation to budget. Bank balances: Current account £4901.33 as at 2 September 2024. Receipt of 2nd tranche of precept on 20 August 2024. Instant access savings account £5215.21. The bank balances were noted by members. Cllr Murphy signed the paperwork to be added to the bank account as a signatory. Cllr Jones agreed to be added as a further signatory. [It was RESOLVED that Cllr Jones be added to the account as signatory] – clerk to action.

1.2. Confirmation of payments:
- clerk's wages monthly (and HMRC) in July and August 2024.
- Grant payment to Bryn Chapel Hall 29 July 2024 in the sum of £2506.56, being less than the previously approved sum for the reasons set out at para 5.3

1.3. Payments for authorisation:
- The sum of £1000 (being £800 plus VAT) to facilitate JCP Solicitors providing an undertaking in respect of the sellers costs as per paragraph 5.1.
- Hall hire for Community Council meeting September - £20.
- Insurance Premium payment– clerk to confirm to members final amount for payment as per paragraph 6.2 and this sum be paid prior to next meeting to ensure continuity of insurance.

- Payment for repairs to lighting pole 725-04, upon receipt of invoice, anticipated to be in the sum of £845 as discussed at 6.5.
- Donation towards the costs of running the pumpkin carving competition of £30 – the means by which that sum be made available to be clarified.
- Payment for wreath in the sum of £25.

11. **Date of next meeting –** Tuesday 12 November 2024

Meeting closed 21:00