

*Cyngor Cymuned*  
**Llanddowror & Llanmiloe**  
*Community Council*



**MINUTES OF AGM and ORDINARY MEETING**  
**held at the Meeting Room, Llanddowror at 7.30pm on Monday 8<sup>th</sup> May 2017**

**Members present: Chairman** Cllr Graham James

**Councillors:** Cllr David Howells, Cllr Mark Tucker, Cllr Sandra Hewens, Cllr Anthony Paradise, Chris Holt, Cllr Gwyn Owen, Cllr Angela Crewes

**1 Apologies for Absence:**

17/17 Cllr Jane Tremlett

**2 Declaration of Personal Interest**

18/17 None.

**3 Minutes of the Ordinary Meeting held on 10<sup>th</sup> April 2017**

19/17 It was resolved to accept the Minutes of the Ordinary Meeting held on the 10<sup>th</sup> April 2017 as a true record.

**4 AGM – Inauguration of new committee**

20/17 Following recent elections the newly formed council was installed. Each councillor Signed a declaration of acceptance following their uncontested appointment to Llanddowror and Llanmiloe Community Council. In accordance with statutory requirements the committee formally adopted the code of conduct for the administration of the council and adopted the related rules and regulations pertaining to the council including Financial Regulations and Standing Orders.

The meeting proceeded with the installation of a new chair and vice chair for 2017-18. Cllr Mark Tucker proposed Cllr David Howells as Chair and this was seconded by Cllr Angela Crewes. Cllr Sandra Hewens proposed Cllr Christopher Holt as vice chair and this was seconded by Cllr Tony Paradise. Due process was followed in the transfer of responsibility and the transfer of the chain of office to Cllr Howells.

The outgoing Chairman, Cllr Graham James delivered a resume of the councils activities during his year in office. Cllr James thanked members for all their support and their constant hard work and efforts to ensure continuous improvement to the services and facilities to Llanddowror and Llanmiloe communities. It was pleasing to note that the Council has had significant input in supporting the local communities citing the parking issues in and around Westmead Close as an example and the ongoing monitoring of local services and environmental issues.

Cllr James extended the councils gratitude to those volunteers involved in administering the PC's and Meeting Room which had become such a successful and well used asset to the community. He stressed that the council would need to be vigilant in monitoring the

Signed as a correct record of the minutes.....Chairman 12<sup>th</sup> June 2017

related costs and continue the good practice of maximising income however possible.

Cllr James thanked members for all their support and efforts during the last year and paid particular tribute to Cllr Fear who has recently resigned after 9 years continuous service.

His

knowledge and support will be sorely missed by all.

The incoming chairman Cllr David Howells paid tribute to Cllr James for his steadfast service to the council over the years and was honoured to take over the Chairmans role and would aim to represent both communities to the best of his ability.

## 5 Meeting Room Co-ordinator - Presentation and updates

21/17 Prior to the continuation of the Ordinary Meeting Ms Jean Cory provided members with an interesting and informative background to the Transfer of Assets Scheme and the subsequent meeting room project. This information served to clarify issues regarding the premises leasing arrangements and also clarify the county councils agreed responsibilities in relation to the premises.

Information was also presented in respect of the current status of the local Flood Plan For which interested parties were welcome to attend scheduled for May 25<sup>th</sup>.

## 5 Correspondence received and sent since the last Ordinary Meeting, including:

22/17 (a) One Voice Wales – update training schedule

## 6 Finance and Accounts:

23/17 The clerk presented an up to date financial report showing actual expenditure to date against the budget and was pleased to report that overall expenditure was within budget.

### 24/17 Accounts Paid

Llewellyn Davies	480.00
Admin expenses	54.20
Clerks salary	332.00
HMRC	83.00

### 25/17 Accounts Due

Clerks salary	332,00
HMRC	83.00
SSE Electricity	96.47
Dwr Cymru	21.12
Admin expenses	39.00

### Accounts Received

Precept instalment	5166.66
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### 26/17 Bank Balances as at April 28<sup>th</sup> 2017

Current Account No 1	7961.79
Current Account No 2 (MR)	776.20
NS & I	-549.97

7 **Planning:** No planning considerations on this occasion.

8 **Events:**

Signed as a correct record of the minutes.....Chairman 12<sup>th</sup> June 2017

- 27/17 (a) Flood Plan – drop in meeting Thursday 25<sup>th</sup> May at 7pm  
(b) General Election June 8<sup>th</sup> 2017 – Meeting Room booked for polling station  
(c) Pig Roast to be held at Picton House 7.30pm Tuesday 3<sup>rd</sup> June 2017

**9 Administration:**

28/17 **Flood Plan and Meeting Room update provided by Meeting Room co-ordinator.**

**10 Training:**

29/17 No matters arising.

**11 Llanddowror and Llanmiloe developments :**

30/17 **Llanddowror**

**PC's and Meeting Room**

(a) It was agreed that the condition of the concrete forecourt near the toilets and Meeting Room has deteriorated badly and is in need of urgent repair. Cllr Tucker offered to seek Advice and if possible obtain some costings/quotations on any proposed work.

(b) The council has been notified of BT,s intention to install a junction box near in the vicinity of the Meeting Room. Awaiting further developments.

**(c) Rates**

The clerk reported that we had not received an official response as yet from the County Council regarding the NNDR Business Rates on the Meeting Room. This will be urgently followed up by the clerk and hopefully resolved by the next meeting

**12 Any Other Business**

31/17 The possibility of purchasing and installing a defibrulator in the village of Llanddowror was debated and it was agreed that the clerk would investigate further and keep members informed of associated costs etc.

32/17 After some consideration members agreed that future meetings would be held at the new time of 7.00pm. (Starting from Monday 12<sup>th</sup> June 2017).

**13 Date and Time of next Ordinary Meeting**

7.00 pm on Monday 12<sup>th</sup> June 2017 at the Meeting Room, Llanddowror.