

**CYNGOR CYMUNED  
LLANDDOWROR A LLANMILOE  
COMMUNITY COUNCIL**

Minutes of the Meeting  
Held at Talfan Farm, Llanddowror  
At 7.30 pm on Monday 10 March 2014

**Members Present:**

Chairman: Councillor G Owen  
Councillors: C B Dixon, M J Fear, J S Hewens, G James,  
T Paradise, D R Thomas, W M Tucker  
County Councillor: J Tremlett  
Clerk: M J Cory

**Minutes**

**A Welcome was extended to new Councillor D R Thomas**

- 1 **Apologies for Absence:** Councillors W P Evans, E M Lloyd,
- 2 **Declarations of Personal Interest:** None
- 3 **Minutes of the Ordinary Meeting held on 10 February 2014:** were approved by the Council.
- 4 **Matters arising from the Minutes of the Ordinary Meeting held on 10 February 2014:** there were no matters arising.
- 5 **Correspondence:** the following correspondence was presented to Members:
- 62.14 (a) One Voice Wales (OVW) – Positive Planning – consultation response from OVW emailed to Members on 03 March 14.
- (b) CCC – Vacancy Procedures for Town and Community Councils – a reminder to all community Councils. We now have 5 councillors living in each area and this satisfies the fair distribution of electors (this has now been approved by CCC).
- (c) SCRR – Notices regarding Traffic Lights on the A477 Llanddowror
- (d) OVW – Statement of Public Participation – Welsh National Marine Plan – emailed to members on 03/03/14
- (e) OVW – Disposal of Local Authority Playing Fields with a link to the consultation was emailed to members on 03/03/14
- (f) CCC – Old Methodist Chapel Llanddowror – copy of an email received by CCC from a resident of Llanddowror querying grant funding.
- (g) Police and Crime Commissioner’s Newsletter
- (h) OVW – Repeal of S150(5) LGA 1972 – The Two Signature Rule
- 6 **Planning:**
- 63.14 Applications received since the last Meeting:

<u>Application No</u>	<u>Details</u>	<u>Response</u>	
W29612	Storage Unit at Llanmiloe House	Consultation	17/02/14
W29632	Works on Pont Newydd Road Bridge Llanddowror	Granted	28/02/14

## 7 Finance and Accounts:

### 64.14 Accounts Paid:

<u>Date</u>	<u>Details</u>	<u>Amount</u>
10/02/14	M J Cory – Salary	312.00
10/02/14	HMRC – PAYE	78.00
11/02/14	Clerk's Expenses (Mileage)	194.89
17/02/14	C Thomas (Builder) Howden's – Kitchen Units	1,751.03
24/02/14	C Thomas (Builder) Scheduled Payment No 4 (RDP Grant)	6,000.00
28/02/14	Currys – Purchase of Equipment for Meeting Room (RCI Grant)	299.09
03/03/14	CCC – Energy Charges (Street Lighting Llanmiloe and Llanddowror)	3,216.81

### 65.14 Accounts Due:

<u>Payee</u>	<u>Details</u>	<u>Amount</u>
M J Cory	Salary	312.00
HMRC	PAYE	78.00
M J Cory	Clerk's Expenses (Postages and Mileage to 07/03/14)	97.34
CCC	Building Regulations Inspection Fees (Meeting Room)	690.00
Viking	Stationery – Paper, Ink, Envelopes	81.41
W3 Web Designs	Setting up of New Website (Welsh Gov Website Grant)	500.00
One Voice Wales	Annual Subscriptions 2014-2015	102.00
C Thomas (Builder)	Additional Works for Building Regulations	2,614.05

### 66.14 Accounts Received:

<u>Creditor</u>	<u>Date</u>	<u>Details</u>	<u>Amount</u>
CCC	14/02/14	Re-imbusement of Grant Expenditure	3,000.00
CCC	25/02/14	Re-imbusement of Grant Expenditure	6,000.00

67.14 Bank Reconciliation: Members were presented with the current account balance and bank reconciliation as follows:

Bank Balance as at 10/02/2014	£ 3,751.72	(Dr)
Less Cheques Written	£11,932.70	(Dr)
Bank Interest Charged	£ 5.70	(Dr)
Add Uncleared Cheques as at 07/03/2014	£ 3,296.81	(Cr)
Add Grant Payment from CCC	£ 9,000.00	(Cr),
Reconciled Bank Balance at 07/03/2014	£ 3,393.31	(Dr)

68.14 Clerk's Expenses: The Clerk reported that whilst using her own computer for Community Council work she has, for her own protection subscribed to the Information Commission Office (ICO) for authority to store information about individuals and organisations on her computer. The cost is presently £35 per annum and the registration fee for the year 2014-2015 has already been paid from the Clerk's personal funds. The cost should realistically be borne by the Community Council in future when it obtains its own computer.

69.14 Meeting Room Unexpected Costs: Costs for unexpected additional works for the Community Meeting Room as required by the Planning Department/Building Regulations Inspector are outlined in Accounts Due above. It is hoped that because the additional works should have been identified prior to planning approval and because changes have had to be made to the new

work already completed by the builder, that CCC will agree to re-imburse some, if not all, of the additional cost.

70.14 Purchase of Grant Funded Items: The following items have been purchased from Grant Funding for the New Meeting Room: Kitchen Units, Fridge and Microwave. The Working Party is in the Process of identifying needs regarding furniture and IT equipment. Funding for these items will be 80% of the costs before VAT, however, the Community Council may reclaim all VAT due.

71.14 Purchase of Stationery: Paper, Envelopes and Printer Inks have been purchased from Viking.

72.14 Financial Risk Assessment: It was Resolved to adopt the Financial Risk Assessment for 2014-2015.

73.14 Insurance: Zurich, our insurers have asked for details of the location of the Community Meeting Room with reference to flooding. The Clerk has responded and is awaiting a reply.

## 8 Events:

74.14 (a) Public Transport Seminar — this was attended on Friday 14 February by Cllr T Paradise who reported on developments with the National (Wales) and Regional Public Transport issues including the possibility of a reduction in 'bus services due to cuts in finance.

(b) Members were invited to attend a Seminar for the Management and Maintenance of Playgrounds and Asset Transfer on 11 March. Clerk to request copies of the handouts of the meeting from the organisers.

(c) Free Seminar on Climate Change by CCC on 26 March is available to Members and Cllrs C B Dixon and W M Tucker to attend.

(d) Celebration of the Life of Dewi Thomas – 7.30 pm on Saturday 12 April at Ants Hill, Laugharne – a poster will go up on Council Noticeboards. Members agreed to make personal donations to the National Kidney Federation.

(e) Dates and Venues for Community Council Meetings 2014 – a list of forthcoming meetings was handed to Members.

(f) Dates for Induction Events: It was **Resolved** that arrangements be made for the Outgoing Chairman's Dinner and the Installation of the New Chairman and Vice Chairman.

(g) Members were reminded of the following events:  
Buckingham Palace Garden Parties beginning 21 May 2014  
Ecumenical Service of Commemoration, Carmarthen, 3 August 2014.

## 9 Administration:

75.14 New Community Meeting Room PCs, Llanddowror: Work is progressing well and all building works should be completed by the end of March. We should be able to use the venue in April, hopefully by Easter. The Working Party had a Meeting to discuss various issues and a further meeting took place to discuss Grant Funded (RCI) furniture and IT equipment. It was **Resolved** to accept the findings of the Working Party. A photo-shoot took place on Monday 3 March and all Council Members were invited – photographs of the works in progress have been taken by Cllr T Paradise.

76.14 New Website: The Clerk has given basic information to the designer for the website to be set up and running by the end of March. Cllr C B Dixon offered to assist with setting up and running of the website in order to put ideas forward and help with the content. It was Resolved to include links on the website to NRW, CCC, L&LDC and Dyfed Powys Police.

77.14 Grant Funding for insulation – Zero Carbon Future project: This Grant of up to £1,000 is available for insulation. Clerk to contact the grantors for further information and site visit.

## 10 Minor Repairs and Works:

### Llanddowror

78.14 Pilgrim's Way/Venture Footpath: Cllr W M Tucker has contacted SRB regarding any works to be completed, with a view to resolving problems raised by a landowner and is awaiting a reply.

79.14 Flooding: a reply has been received from the supplier of IPP, Floodgate Ltd, in response to the letter sent by the Council. Cllr C B Dixon agreed to arrange for a site meeting with the company, together with Cllrs T Paradise, D R Thomas and W M Tucker who are also Flood Wardens for Llanddowror.

80.14 Part Night Lighting: Cllr D R Thomas reported street lamps needing replacement and requested a list of the Street Lighting in the Community and their unit numbers. Cllr J S Hewens reported a street lamp needing replacement and will report incorrect labelling of one of the lamp-posts.

81.14 Traffic/Highways: An email has been received from Mr M Young of SWTRA regarding the de-trunking of the A477. Cllrs D R Thomas and W M Tucker requested a copy.

82.14 Height of Barriers on bridge on new road from Llanddowror to Tavernspite: an email has been received from a resident regarding the height of the barriers on the flyover bridge below Pentre Howell. It appears that barriers are strictly in accordance with the design stage but the situation is to be monitored by Members: consideration being made for horse-riders with the possibility of raising the parapet.

### Llanmiloe:

83.14 Pruning of Trees in Llanmiloe: There has been no response from CCC (S J Llewellyn) with regard to this, the Handrail along 'Bus Stop Path and Guttering on Bus Shelter (Westmead Close). Members to liaise on these issues with a view to arranging a site meeting.

84.14 Clearing of Pills: It is unclear as to whom the land belongs and it is reported that Land Registry will be consulted on this matter. Once ownership has been confirmed the owners will be approached regarding the clearing.

85.14: Clearing of debris around Brook: it appears that this work has still not been done.

86.14 L&DCA update: Grant Funding of £60,000 is in the process of being applied for to refurbish some of the L&DCA buildings and tenders are currently being sent out.

## 11 Any Other Business (for Discussion at the next Meeting):

### 87.14 Llanddowror:

- Re-instatement and other issues - A477 Trunk and adjacent Roads
- Parking issues along the Tavernspite Road
- Sewage problems in Pocket Lane

### 88.14 Llanmiloe:

- Emptying of Dog Waste Bins
- Sign near Westmead Close blown over
- Drain near Social Club needing attention
- Request for visit to Council Meeting by official from Qinetiq regarding pills, maps, responsibilities for maintenance of land, freeflow of water and ditches.

13 **Date and Time of Next Meeting:** 7.30 pm on Monday 14<sup>th</sup> April 2014, at Llanmiloe Community Hall, Llanmiloe.