

CYNGOR CYMUNED GORSLAS COMMUNITY COUNCIL

Minutes of an online meeting of the Gorslas Community Council

held, on Monday, 6th April, 2020 at 7.00 p.m.

144.0 Agenda Item 1: Record of those Present/Apologies

- Members: Tina Butler (Chair), Iestyn Llwyd (Vice Chair), Darren Price, Simon Martin, Terry Jones, Aled Vaughan Owen, Nia Lewis, Linda Williams and Wyn Edwards.
- Others: Llew Thomas, Clerk to the Council and Mr N Beckett.
- Apologies for absence: Cllrs Janice Price, Andrew King, Clive Green and Anthony Rees.

144.1 General.

- The Chair welcomed everyone to the first online meeting of the Council and explained the processes and procedures by which the meeting would be conducted.
- The meeting was declared open at 7.00p.m.
- **Resolved:** To accept the apologies for absences.

144.2 Agenda Item 2 Declaration of Interest

- The following declarations of interests were declared by members: -

Agenda Item	Councillors	Nature of Interest
147.1.5. 147.2.3. 147.2.5.	Aled Vaughan Owen	Personal not prejudicial. County Councillor and member of Gorslas C.P. School Governing Body. Both being parties to the Management Agreement.
147.1.5. 147.2.3. 147.2.5.	Darren Price	Personal but not Prejudicial as a County Councillor being the body which is building the new school.
147.1.6	Linda Williams	Personal and prejudicial. The individual which the Council resolved to co-opt to represent the Gorslas Ward is a family member.

- The Clerk advised that there was a dispensation for the County Councillors to speak in relation to matters related to the new school and also for members, who were not office holders, within the Welfare Association to speak and vote on a matter related to the Association.
- Members took no part in the discussion and decisions relating to the above items other than where a dispensation had been received.
- **Resolved:** To note and record the declarations of interest from members.

145.0 Agenda Item 3 Consider the Minutes of the Previous Meeting.

- Members proceeded, under the direction of the Chair, to examine each page of the minutes of the previous meeting of the Council for accuracy.

- **Resolved:** Proposed and seconded and accepted by all that the minutes were a true and accurate record of the discussions and decisions made at the previous meeting of the Council.

146.0 Agenda Item 4. Matters Arising from the Minutes.

- An update was provided for members in relation to matters arising from the minutes of the previous meeting: -

Ref	Item	Update
146.1	Member Vacancies Gorslas and Cefneithin.	<ul style="list-style-type: none"> • See General Section
146.2	Cefneithin Park Land and Hall Disposal	<ul style="list-style-type: none"> • Meeting with Welfare Association cancelled due to Government Health Restrictions
146.3	Gorslas New School Management Agreement	<ul style="list-style-type: none"> • Meeting with C.C.C and Governors cancelled due to Govt Health Restrictions.
146.4	IRPW Allowance Issue	<ul style="list-style-type: none"> • Awaiting response.
146.5	Website	<ul style="list-style-type: none"> • Not able progress due to current emergency.
146.6	Replacement Equipment	<ul style="list-style-type: none"> • Linked to Section 106 Drefach.
146.7	Cefneithin MUGA - Rust	<ul style="list-style-type: none"> • Awaiting progression.
146.8	Parks Tree Planting	<ul style="list-style-type: none"> • Awaiting responses from Associations.
146.9	Cefneithin Path. Y Fron.	<ul style="list-style-type: none"> • Reported to C.C.C – Housing Department .
146.10	Drefach: Bollards Ysgol Y Gwendraeth	<ul style="list-style-type: none"> • Reported to C.C.C. Customer Services who have forwarded to the relevant Department.
146.11	Drefach: Lighting issue Carreg Lwyd.	<ul style="list-style-type: none"> • Reported to C.C.C. Customer Services who have forwarded to the relevant Department
146.12	Drefach: Parking Restriction Heol Cwmmawr	<ul style="list-style-type: none"> • C.C.C. unable to refresh the road markings at present due to the current restrictions.
146.13	Drefach: Signage Traffic Island Hen Ffordd	<ul style="list-style-type: none"> • C.C.C confirm the matter will be attended to once the current restrictions are lifted.
146.14	Drefach: Ash Dieback Heol Blaenhirwaun	<ul style="list-style-type: none"> • C.C.C. advise they are in the process of identifying land owners and issuing notices requiring them to cut down the trees.
146.15	Attempted abduction Gorslas Park/Cefneithin Area	<ul style="list-style-type: none"> • Reported to Police.
146.16	Gorslas. Land slippage.	<ul style="list-style-type: none"> • No further communication
146.17	Wayside Seats	<ul style="list-style-type: none"> • Linked with Mensshed Drefach.
146.18	Notice Boards	<ul style="list-style-type: none"> • Completed.
146.19	Graffiti Gorslas Bus Shelter	<ul style="list-style-type: none"> • Completed.
146.20	Drefach Park Wall.	<ul style="list-style-type: none"> • Wall Repair completed. / Bollard to be provided in due course.

- **Resolved:** To receive and note the information provided and that the issues arising from the update be considered under the relevant agenda heading

147.0 Agenda Item 5. General and Park Matters.

147.1 General

147.1.1 Response by the Community Council to the Coronavirus (Covid -19) Emergency.

- The Welfare and wellbeing of those within the community were at the forefront of members minds and how the Community Council could best help had been raised by members.
- Accordingly contact, and the advice of the County Council's Emergency Planning Department sought and information gathered of developments at a UK level via the SLCC website.
- That process indicated that the most practical and effective way of providing support for individuals seeking, or offering, assistance was found to be to direct them to a single point of contact and information. This would provide clarity and effective co-ordination of resources.
- Additionally, a protocol had been developed with voluntary and other support organisations in the county that the single point of contact would be Carmarthenshire County Council.
- **Resolved:**
 - (i) That the single point of contact and co-ordination approach be adopted.
 - (ii) That the Community Councils website and Facebook pages be updated to direct individuals requiring or seeking to provide assistance to the Carmarthenshire County Council website.

147.1.2 Operational Matters Impacted by the Coronavirus (Covid19) Emergency

Operational Service	Decision	Reason
Parks Childrens Play Areas and MUGA Cefneithin	Closed 23 rd March,2020	Legal requirement
Public Conveniences Gorslas	Closed Contract Suspended	To comply with Social Distancing requirements.
Grass Cutting	Suspended.	Not essential work under the legislation/guidance

- **Resolved:** To receive, note and approve the actions taken.

147.1.3 Insurance Claim

- A claim had been received in respect of an alleged incident at Cefneithin Park in February, 2019, when it is maintained that a child fell from an item of play equipment.
- The investigating officer, acting on behalf of the Council's insurers, has been provided with the relevant information regarding the equipment etc.
- **Resolved:** To receive, note and approve the actions taken.

147.1.4 Change to Clerk's Hours

- At the January meeting of the Council it was resolved to increase the Clerk's hours from 23.5 hours per week to 25 hrs. from the 1st April,2020.

- The current emergency restricts the progression of certain operational matters and additional commitments such as the Management Agreement.
- **Resolved:** The proposed increase be not implemented but be kept under review.

147.1.5 Gorslas New School – Granting of Easement and Wayleave Agreement.

- Cllrs Aled Vaughan Owen and Darren Price declared a personal but not prejudicial interest in the matter as members of the body building the new school.
- The Council had received a request from Hugh James Solicitors, Cardiff acting on behalf of Dwr Cymru, to sign an agreement relating to the laying of services across the Community Council’s land as part of the development of the new school.
- Given the nature of the agreement the County Council had been asked, and agreed, to meet the cost of the Community Council receiving legal advice on the matter.
- **Resolved: -**
 - (iii) That legal advice be sought on the matter.
 - (iv) The County Council’s offer to meet the costs be accepted.
 - (v) That UTK solicitors be asked to provide such advice.
 - (vi) That the contractor be asked to confirm and clarify the positioning of the drains/services.

147.1.6 Member Vacancies Gorslas and Cefneithin.

- Cllr Linda Williams declared a personal and prejudicial interest in the matter and took no part in the discussion or decision.
- At its last meeting the Council resolved to co-opt two new members to fill the vacancies in the Cefneithin and Gorslas Wards.
- Since that time legislation has meant that it has not been possible to hold further meetings of the Council. The two individuals are therefore unable to fulfill their obligations in relation to the statutory oath which would allow them to take up their positions.
- **Resolved:** That the individuals concerned be advised of the position and included in any future non- confidential communication as a matter of routine.

147.2 Parks.

147.2.1 Government Restrictions Play Areas MUGA and Public Conveniences.

- Following the Government announcement on the evening of Monday 23rd March, 2020, play areas at the Cefneithin and Gorslas Parks were secured on Tuesday by Cllr Terry Jones and the Drefach park by Cllr Wyn Edwards.
- Cllr Aled Vaughan Owen also kindly secured and locked the public conveniences at Gorslas on Tuesday 24th March,2020.
- **Resolved:** To receive, note and approve the actions taken.

147.2.2 Cefneithin Park: Use of Hall During Emergency.

- Cllr Darren Price, as Chair of the Cefneithin and Foelgastell Welfare Association advised that to comply with legislation the hall was no longer being used for recreational purposes.

- As from Monday 30th March,2020, Cefneithin Hall would however be used by the Health Authority every Monday, Wednesday and Friday from 8.30 a.m to 3.30p.m. for the routine testing of blood for non Covid -19 patients.
- **Resolved:** To receive and note the information provided.

147.2.3 Gorslas Park: Temporary Water Pipe

- The contractor building the new school has requested permission to run a temporary water pipe from the Church Vestry across the park to the site of the new school.
- Appropriate arrangements would be made to ensure the pipe was laid in a safe manner and upon completion the pipe would be removed and any damage made good.
- **Resolved:** To approve the request and advise the contractor accordingly.

147.2.4 Gorslas Park: Re-Siting of Teen Shelter and Exercise Equipment.

- The items were to be relocated as part of the new school build. The contractor has requested clarification as to where the Council would like the items to be re-located to.
- **Resolved:**
 - (i) Teen-Shelter. Re-located to the triangular piece of land adjacent to the fence at the top end of the children's play equipment area.
 - (ii) Exercise Equipment: Re-located along the area of land opposite the children's play equipment area extending from near the public conveniences and the top of the children's play area.

147.2.5 Gorslas Park: Lighting Units/ CCTV.

- At the March meeting the contractor indicated that additional lighting units were to be provided in the Park car park. These would then become the responsibility of the Community Council.
- It was also indicated that two of the existing units would be deemed to be within the site of the new school and would need to be transferred.
- **Resolved:** Clarification be sought as to the detail and proposed location of the lighting units and CCTV cameras. .

148.0 Agenda Item 6 Urgent Local Matters.

148.1 Cefneithin: Footpath Y Fron

- Concerns were raised in relation to the danger of injury arising out of the condition of a footpath adjacent to no 40 Y Fron.
- **Resolved:** That Cllr Darren Price's offer to pursue the matter with the County Council be accepted.

148.2 Drefach: Damage Sign Traffic Island, Henffordd.

- Members acknowledged the information provided in the response from the County Council however considered that the presence of a sign at that location, on the brow of a hill, was important to give motorists adequate warning of a hazard they would not otherwise be aware of.
- **Resolved:** That Cllrs Tina Butler or Wyn Edwards would take a photograph of the island and its positioning in relation to the road hazard and forward the County Councillors and Clerk.

149.0 Agenda Item 7. Members Reports.

149.1 County Council Update Cllrs Aled Vaughan Owen and Darren Price.

- Due to the ongoing emergency the County Council had not met formally since the introduction of the restrictions. Members were however provided with an overview of some of the key issues which had presented themselves during the month and which included the following items: -
 - (i) The priority had been to address the effects of the Covid-19 epidemic in the County.
 - (ii) County Councillors Aled Vaughan Owen and Darren Price had prepared and distributed, with the assistance of volunteers, letters to all residents asking that they contact them if they, or someone they knew required assistance or wanted to volunteer to help during the emergency.
 - (iii) To date the scheme had helped some 20 individuals in the area with 60 people coming forward to volunteer their services. The relevant details had been relayed to the “central pool” of information held by the County Council.

- **Resolved:**
 - (i) To receive and note the information provided
 - (ii) To thank the members for their actions and ask that they relay the Council’s gratitude to those who had come forward as volunteers.

150.0 Agenda Item 8. Correspondence.

General Correspondence		
150.1	County Councillors Darren Price and Aled Vaughan Owen	<ul style="list-style-type: none"> • Advise that they have prepared and distributed letters to residents within the ward regarding the current emergency. They will liaise with the County Council and seek to co-ordinate volunteers to help those who are in need.
150.2	Cefneithin Resident	<ul style="list-style-type: none"> • Provided a copy of a very useful document produced by the Llanelli Community Partnership of organisations and businesses in the area who can provide services or assistance during the current emergency.
150.3	Carms C.C.	<ul style="list-style-type: none"> • Request of a list of empty property in the area. To include industrial buildings, halls and offices.
150.4	Wales Coastal Path Team	<ul style="list-style-type: none"> • Provide link to a newsletter. Available from Clerk. • Advise of a new Coastal Path TV programme airing 30.04.20. • Provide links to a Business Toolkit/Imagery toolkit.
150.5	Carms C.C. Pension Fund	<ul style="list-style-type: none"> • Require details of the Independent Registered Medical Practitioner for the certification of ill health awards.
150.6	Carmarthenshire Association of Voluntary Services	<ul style="list-style-type: none"> • Advise that, following discussion, it had been agreed that there would be one point of contact during the current emergency i.e. Carmarthenshire County Council.
150.7	Wales Audit Office	<ul style="list-style-type: none"> • Clerks to complete Annual Return if possible.

		<ul style="list-style-type: none"> Recognise Council's will not be able to publicise or meet to approve the 2019/20 accounts by the legal deadlines.
150.8	Individual with Safety Concerns re vehicles using Black Lion Rd	<ul style="list-style-type: none"> The communication is a follow up to the previous communication to the Community Council. The individual is disappointed that agencies did not reply to the communication from the Community Council and has contacted them direct. It is acknowledged that, with the school now closed, the issue is not as pressing.
150.9	Welsh Govt	<ul style="list-style-type: none"> Ministerial Statement Regarding the Chief Medical Officers Risk Assessment of the Covid-19 situation. Dated 19.03.20
150.10	Carmarthenshire Y.F.C.	<ul style="list-style-type: none"> Forward details of events cancelled/ postponed due to the emergency.
150.11	Gwendraeth Group Community Councils	<ul style="list-style-type: none"> Advise of the cancellation of meetings due to the current emergency.
150.12	Lloyd and Gravell	<ul style="list-style-type: none"> Indicate that there will be disruption to Church Road due to BT moving a communications cabinet.
150.13	Welsh Govt	<ul style="list-style-type: none"> A report on The Local Government and Elections (Wales) Bill is available to view on WG website.
150.14	Carmarthenshire Energy	<ul style="list-style-type: none"> Enquiry as to whether or not the Council would wish to explore the possibility of providing an Electric Vehicle Charging point.
150.15	Carms C.C.	<ul style="list-style-type: none"> Temporary Road Closure C2060 Gorslas to Llanarthne for the period 21.05.20 to 23.05.20
150.16	Hywel Dda C.H.C	<ul style="list-style-type: none"> Electronic copy of February Newsletter available from Clerk.

• **Resolved:**

- (i) To receive and note the information provided.
- (ii) 150.3. Members to provide details to the County Council where possible.
- (iii) 150.5: To appoint a medical adviser as and when required.
- (iv) 150.14: To obtain further information regarding the proposal and to seek clarification from the County Council regarding the provision of charging points at the new school.

160.0 Agenda Item 9 One Voice Wales.

160.1 Guidance on Governance

- A summary was provided for members of the key points of guidance from the Association regarding the progression of the Coronavirus Bill and its implications for Community Councils.
- Resolved:** To receive and note the guidance and await further information regarding the implementation of the Bill.

160.2 Update Covid-19 Welsh Government Communication.

- The Association advised the Council of a letter distributed by Welsh Government to some 70,000 individuals advising them to self-isolate due to their specific medical condition and providing them with contact details should they require assistance.
- **Resolved:** To receive and note the information provided.

160.3 Information Briefing for Councils.

- The briefing provided information regarding sources of advice, managing risks, supporting communities, legal, financial, sick pay during the current emergency.
- The Association also advise of the cancellation of all of its training sessions together with the National Conference.
- **Resolved:** To receive and note the information provided.

160.4 Response from WLGA for Contact staff regarding Covid-19.

- The guidance covers information and guidance for both those wishing to volunteer and the obligations and duties on those who would have responsibility for volunteers.
- **Resolved:** To receive and note the information provided.

160.5 Online Survey.

- The survey relates to the actions of Community Councils during the current emergency.
- **Resolved:** To receive and note the information provided.

160.6 Blaenavon Community Council – E leaflet.

- The Association provide a copy of an e-leaflet produced by Blaenavon Community Council to help residents during the current emergency has been forwarded for information.
- **Resolved:** To receive and note the information provided.

160.7 Welsh Govt Ministerial Statement 02.04.20.

- The statement details the Welsh Governments approach and legislative priorities during the current emergency which were: -
 - (i) Completion of the Local Government and Elections (Wales) Bill
 - (ii) Curriculum and Assessment Reform.
 - (iii) Subordinate Legislation relating to Covid-19
 - (iv) Subordinate legislation regarding the transition out of Europe.
- **Resolved:** To receive and note the information provided.

161.0 Agenda Item 10 Planning Matters

- No applications had been received for consideration.
- **Resolved:** To receive and note the information provided.

162.0 Finance Agenda Item 11.

162.1 Application for Financial Assistance.

- Application for financial assistance received from the Cross Hands Hall and Cinema Trust. Copies of the application form had been circulated as part of the papers for the meeting.
- **Resolved to:** -
 - (i) Obtain clarification regarding the official name of the organisation.
 - (ii) Seek clarification from the applicants relating to an apparent cash flow issue identified from the financial statement.
 - (iii) Include the application for consideration at the June meeting of the Council.

162.2 Financial Monitoring Report: March

- Members considered a financial summary of the Council's financial position as at 31st March, 2020.
- It was noted that, due to the current emergency, that there was a delay in the issuing and receipt of certain invoices and charges from external bodies.
- **Resolved:** To receive and note the information provided.

162.3 Monthly Income and Expenditure/ Receipts and Payments

(i) Income - Nil.

(ii) Expenditure

Paid To	Description	Amount £
WCVA	Monthly Payroll Charge	21.30
Clerk	Wages and Travelling	1,095.13
HMRC	Qtr 4 Employee /Employer Contributions	1,565.47
Dyfed Pensions	Qtr 4 Employee/Employer Contributions	1,746.77
Carms C.C.	Street Lighting	6,800.83
TBM	Litter Feb and March and Wall Drefach	1,260.00
Danfo	February	609.00
Danfo	March	462.00
Menter Cwm Gwendraeth	Translation Jan/Feb/March	252.25
Chris Charles	Gorslas Bus Shelter Painting	224.00
SSE	QTR 4 Electricity Gorslas Toilets	51.39
J.H. Leekes	Perspex For Notice Boards	117.58
Cllr W Edwards	Refund Travelling Expenses	18.00
CLW Law	Legal Fees Cefneithin Hall	2,736.00
Morgan and Morgan	Printer Ink Cartridges	129.58
Total		£17,089.30

- **Resolved:** To receive, note and approve the payments made.

162.4 IRPW. Annual Report for 2020/21.

162.4.1 General

- Under the Local Government (Wales) Measure 2011, community and town councils are relevant authorities for the purpose of remuneration.

- Individuals who have accepted office as a member of a community or town council are entitled to receive payments as determined by the Independent Remuneration Panel for Wales.
- It is the duty of the proper officer of a council to make arrangements for correct payments to be made to all individuals entitled to receive them.
- Members should receive monies to which they are properly entitled as a matter of course. There must be no requirement for individuals to 'opt in' to receive payments.
- An individual may decline to receive part, or all, of the payments if they so wish. This must be done in writing and is an individual matter. A community council member wishing to decline payments must themselves write to their proper officer to do so.
- **Resolved:** To receive and note the information provided.

162.4.2 Actions.

- The Council must consider and decide upon the relevant sections of the IRPW report.
- Certain determinations within the report are mandatory and must be implemented.
- In relation to other determinations they are non-mandatory and the Council may decide to adopt them or not.
- **Resolved:** To receive and note the information provided.

162.4.3 Determination 42 Mandatory. Payment Towards Costs and Expenses.

- All community and town councils must make available a payment to each of their members of £150 per year as a contribution to costs and expenses.
- A member may choose to forgo the allowance in full or in part but must notify the Clerk in writing of their decision.
- **Resolved to:**
 - (i) Formally adopt the resolution with the process being undertaken in May of each year
 - (ii) Any member joining the Council part way through the year would receive payment based on the number of months they hold office during the relevant Municipal Year and with any repayment due being based on the same basis.

162.4.4 Determination 44. Non-Mandatory. Senior Roles

- The Community Council can make an annual payment of up to £500 each to up to 5 members in recognition of specific responsibilities. This is in addition to the £150 payment for costs and expenses.
- Payable upon taking up office during a financial year.
- **Resolved:** Not to adopt.

162.4.5 Determination 45. Non-Mandatory. Re-imbusement travel Cost

- Payments may be made to members in respect of travel costs for attending approved duties.
- Such payments must be the actual costs of travel by public transport or the HMRC mileage allowances as below:
 - (i) 45p per mile up to 10,000 miles in the year.
 - (ii) 25p per mile over 10,000 miles.
 - (iii) 5p per mile per passenger carried on authority business.

- (iv) 24p per mile for private motor cycles.
- (v) 20p per mile for bicycles.

- Payments to be made when the activity takes place.
- **Resolved:** To receive and note the information provided.

162.4.6 Determination 46. Non- Mandatory. Subsistence

- Should a duty require an overnight stay, Councils can authorise reimbursement of subsistence expenses to members at the maximum rates set out below on the basis of receipts claims:
 - (i) £28 per 24-hour period for meals, including breakfast where not provided.
 - (ii) £200 – London overnight.
 - (iii) £95 – elsewhere overnight.
 - (iv) £30 – staying with friends and/or family overnight.
- Payments to be made when the activity takes place.
- **Resolved:** To adopt the proposal.

162.4.7 Determination 47. Non - Mandatory. Compensation for Financial Loss.

- Pay financial loss compensation to each of their members, where such loss has actually occurred, for attending approved duties as follows:
 - (i) Up to £55.50 for each period not exceeding 4 hours
 - (i) Up to £110.00 for each period exceeding 4 but not exceeding 24 hours.
- Payments to be made when the activity takes place.
- **Resolved:** To adopt the proposal in respect of duties approved by the Council

162.4.8 Determination 48. Mandatory. Re-imburement of Cost of Care.

- The Community Councils must provide for the reimbursement of necessary costs for the care of dependent children and adults (provided by informal or formal carers) and for personal assistance needs up to a maximum of £403 per month.
- Reimbursement must be for the additional costs incurred by members in order for them to carry out their approved duties. Reimbursement shall only be made on production of receipts from the carer.
- Payments to be made when the activity takes place.
- **Resolved:** To formally adopt the proposal.

162.4.9 Determination 49. Non- Mandatory. Civic Head.

- Provide a Civic Head payment to the chair of the council up to a maximum of £1,500.
- This is in addition to the £150 payment for costs and expenses and the £500 senior salary if these are claimed.
- Payable when they take up office during the financial year.
- **Resolved: Not to adopt the proposal.**

162.4.10 Determination 50. Non-Mandatory. Deputy Civic Head.

- Provide a Deputy Civic Head payment to the deputy mayor/deputy chair of the council up to a maximum of £500.
- This is in addition to the £150 payment for costs and expenses and the £500 senior salary if these are claimed.
- Payable when they take up office during the financial year.
- **Resolved:** Not to adopt the proposal.

162.4.11 Determination 51. Mandatory. Members receiving Principal Council salaries.

- Members in receipt of a Band 1 or Band 2 senior salary from a principal council (that is Leader, Deputy Leader or Executive Member) cannot receive payment from the Community Council, other than travel, subsistence or reimbursement of care costs.
- **Resolved:** To formally adopt the proposal.

162.4.12 Mandatory. Publicity Requirements.

- The Community Council must state and publish a statement of all payments made to individual members for each financial year.
- The statement must be published on website and on noticeboards with a copy being forwarded to the IRPW by the 30th September following the end of the relevant financial year.
- **Resolved:** To formally adopt the proposal.

162.4.13 Compliance with the Panel's Requirements.

- The Panel has the legal powers to require the Community Council to comply with the requirements specified in the report.
- **Resolved:** To receive and note the information provided.

163.0 Agenda Item 13 Next Meeting

- Monday 11th May, 2020. Location to be decided.
- There being no further business to be transacted the Chair declared the meeting closed at 8.25p.m.