

# CYNGOR CYMUNED GORSLAS COMMUNITY COUNCIL

Minutes of an online meeting of the Gorslas Community Council

Held on Monday, 8<sup>th</sup> June, 2020 at 19.00 hrs.

## 29.0 Agenda Item 1: Record of those Present/Apologies

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

## 29.1 General.

- The Chair welcomed everyone to the meeting which was declared open at 19:00hrs.
- The Chair raised concerns that some members may be having difficulty accessing online meetings and was anxious to explore ways of helping any member who was having difficulty.
- **Resolved:** To accept the apologies for absences, and look at ways of helping those members who may be having difficulty accessing meetings.

## 30.0 Agenda Item 2 Declaration of Interest

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

Agenda Item	Councillors	Nature of Interest
32.4	Aled Vaughan Owen	Personal not prejudicial. County Councillor/member of the School Governing Body. Both organisations being parties to the Management Agreement.
32.4	Darren Price	Personal not Prejudicial. County Councillor being the body responsible for the new school/Governing Body and party to the Management Agreement.
33.1.5	Darren Price	Official of Cefneithin and Foelgastell Welfare Association.
33.1.5	Terry Jones	Official of Cefneithin and Foelgastell Welfare Association
39.5	Clive Green	Trustee of Cross Hands Hall and Cinema which has submitted a bid for financial assistance.
39.5	Andrew King	Nominated Trustee of the Cross Hands Hall and Cinema which has submitted a bid for financial assistance.
39.5	Wyn Edwards	Holder of an official position at Capel Seion, Drefach. A body being considered for the provision of a donation.

- The Clerk advised that there was a dispensation for the County Councillors to speak in relation to matters related to the new school.
- **Resolved:** To note and record the declarations of interest from members.

**31.0 Agenda Item 3 Consider the Minutes of the previous Meetings of the Council.**

- Members, under the direction of the Chair, examined in detail each page of the minutes of the Annual General Meeting (AGM) as well as those of the May Ordinary Meeting of the Council.
- **Resolved:** Subject to changing the date when the then Chair was married to the month of July, it was proposed, seconded and accepted by all that the minutes of both meetings were a true and accurate record of the discussions and decisions made.

**32.0 Agenda Item 4. Matters Arising from the Minutes.**

- The following update was provided in relation to matters arising from the minutes: -

Ref	Item	Update
32.1	Member Vacancies Gorslas and Cefneithin.	<ul style="list-style-type: none"> <li>• Relevant documentation rec'd.</li> <li>• Electoral Dept Carms CCC notified</li> </ul>
32.2	Governing Body Representatives	<ul style="list-style-type: none"> <li>• Ysgol Maes Y Gwendraeth has a vacancy for a Community Governor.</li> </ul>
32.3	Cefneithin Land/ Hall	<ul style="list-style-type: none"> <li>• Response received. See Parks and General.</li> </ul>
32.4	Gorslas New School Section: 104 Agreement	<ul style="list-style-type: none"> <li>• Legal advice received. Documentation Signed and Returned to C.C.C. 28.05.20.</li> </ul>
32.5	Gorslas New School Management Agreement	<ul style="list-style-type: none"> <li>• CCC advise they are seeking to arrange online meeting with Governors.</li> </ul>
32.6	Gorslas Park Re-location of Equipment	<ul style="list-style-type: none"> <li>• Contractor progressing. Site meeting held 01.06.20. Possibility of topsoil for flower bed</li> </ul>
32.7	Gorslas Park New School Site. - Security Issue	<ul style="list-style-type: none"> <li>• Contractor is investigating, and reviewing the position following a report that a member of the public had been seen walking a dog inside the compound.</li> </ul>
32.8	Drefach Park Boundary Wall	<ul style="list-style-type: none"> <li>• Resident confirmed agreement with Terms.</li> </ul>
32.9	Drefach Park: Access Issues	<ul style="list-style-type: none"> <li>• See Parks and General.</li> </ul>
32.10	IRPW Allowance Issue	<ul style="list-style-type: none"> <li>• Awaiting response.</li> </ul>
32.11	Employment Contract	<ul style="list-style-type: none"> <li>• See Parks and General</li> </ul>
32.12	Website	<ul style="list-style-type: none"> <li>• Not progressed due to current restrictions.</li> </ul>
32.13	Replacement Equipment	<ul style="list-style-type: none"> <li>• Not progressed due to current restrictions.</li> </ul>
32.14	Cefneithin MUGA - Rust	<ul style="list-style-type: none"> <li>• Awaiting progression.</li> </ul>
32.15	Parks Tree Planting	<ul style="list-style-type: none"> <li>• Awaiting responses from Associations.</li> </ul>
32.16	Applications for Financial Assistance	<ul style="list-style-type: none"> <li>• Food Bank Donation Impact 242. Awaiting details of Payee.</li> </ul>

- **Resolved:**
  - To receive, note and discuss any relevant matters under the appropriate agenda item.
  - Item 32.16: That a further reminder be sent seeking clarification as to the official payee.

### 33.0 Agenda Item 5. General and Park Matters.

#### 33.1 General

##### 33.1.1 Contract: Grass Cutting.

- An update was provided in relation to the revised arrangements and costs of the current temporary contract. These included revised requirements at Gorslas and Cefneithin Parks as well as the impact of regulations regarding working and travel practices arising out of the pandemic.
- The new school build, as well as the associated enabling works on land retained by the Community Council coupled with the current travel restrictions presented a unique set of circumstances.
- It was considered that it would therefore be best to continue with the current temporary arrangements for this cutting season and to consider seeking tenders for the new season ie April,2021 during the Autumn. At that time the new school build would have progressed significantly and hopefully the matters stabilised with regard to the pandemic.
- Members also enquired as to the timing of the cutting of the hedges in the parks for this season.
- **Resolved to:**
  - (i) Approve the current temporary arrangement and costings.
  - (ii) Prepare documentation for tendering of the service during the Autumn.
  - (iii) Enquire of the contractor with regard to the cutting of hedges.

##### 33.1.2 Community Governor Position at Ysgol Maes Y Gwendraeth.

- Cllr Aled Vaughan Owen advised that the school indicated that the Governing Body had a vacancy or possibly more than one vacancy for Community Governors.
- The Community Council were invited to put forward representatives for their consideration.
- Cllr Terry Jones indicated that he wished for his name to be considered for a position.
- **Resolved:** That Cllr Jones's request be placed on record and that any other member wishing to be considered for the position(s) notify the Clerk prior to the July meeting.

##### 33.1.3 Local Elections and Filling of Casual Vacancies

- The Electoral Services Manager of Carmarthenshire County Council advise that regulations have been changed so as to postpone the holding of any by-elections for the present.
- The postponed elections would be held between the 1<sup>st</sup> February,2021, and 16<sup>th</sup> April,2021.
- Casual vacancies can be filled by co-option unless 10 or more electors call for an election following the publication of the appropriate notice by the Community Council.
- **Resolved:** To receive and note the information provided.

##### 33.1.4 Changes to Employment Contracts.

- A change in legislation requires the Council to provide employees with specific details regarding days and hours of work, holiday pay and Parental Bereavement.
- The Council currently has one part time employee in the position of Clerk to the Council. Members considered carefully how best to meet the legislative requirements, ensure that the requirements of the Council were met whilst at the same time, seeking to ensure the terms were such so as to encourage a wide a field of applicants as possible. should the position become vacant.
- **Resolved: -**

- (i) That the contract be amended to stated that the days of work for the Clerk be Tuesday to and including Thursday i.e. 3 working days.
- (ii) That the contract be amended to state that the normal hours of work be contained within the 3 days stated in (i) however that sufficient flexibility be included so as to require the Clerk to attend meetings, site visits or undertake additional work outside of those stated days and hours to meet the needs of the service on occasions.
- (iii) The Holiday pay be calculated and Parental Leave requirements be included in the contract on the same basis as for an employee of Carmarthenshire County Council with the same service and undertaking comparable duties.
- (iv) That an update be provided at the July meeting in relation to the Clerks hours of work and that information be sought from One Voice Wales in relation to the national picture regarding the days and pattern of work for Clerks in Wales.

**33.1.5 Cefneithin Hall Draft Agreement. Observations- Cefneithin and Foelgastell Welfare Assoc.**

- As office holders of the Welfare Association, Cllrs Darren Price and Terry Jones declared a personal and prejudicial interest, and could not contribute or participate in the discussion or decision.
- Members of the Welfare Association had met to discuss the terms of the draft land transfer agreement prepared by the Community Council’s solicitor and relayed their concerns regarding certain of those conditions.
- The Council considered and discussed each and every one of the concerns raised by the Welfare Association and determined as follows: -
- **Resolved:** That the Council’s solicitors be advised of the view of members in relation to the issues raised by the members of the Welfare Association and, unless prevented by legislation, the terms of the draft agreement be amended to reflect and clarify the Council’s position as detailed below: -

Clause	Issue/ Concern	Council’s Position
12.5.3	Use for Business. Would this prevent businesses hiring the hall for weekly classes	The agreement specified that the land and building could only be used for the purposes of a village hall. That would include casual lettings to a business or organisation.
12.5.4	Prevention of Ball Games on a Sunday. The Association would wish for the clause to be removed from the transfer to allow games such as rugby for tots to be played on a Sunday.	The Council is obliged to include the requirement in the land transfer. It would be open to the Association to take the necessary action to remove the covenant should it so decide.
12.7.4	Parking Area Contribution to Maintenance. The Association request the requirement to contribute be removed.  Other users of the facility do not do so and the Council does not require organisations using car parking facilities at its other two parks to contribute towards their maintenance.	The Council recognised the contribution which the hall makes to the local community as well as the work and dedication of the volunteers in ensuring its success. It also appreciated the concern of the Association in taking on an unknown liability.  Resolved: To remove the requirement

12.7.6	Insurance. Removal of requirement to provide evidence to the Community Council of insurance as the building will not be in the ownership of the Council.	Resolved: - <ul style="list-style-type: none"> <li>• That a copy of insurance be provided at handover.</li> <li>• That the terms be amended to allow the Council to require the Association to provide a copy of the insurance policy should it so decide.</li> </ul>
12.7.7	Approval of Building/Maintenance Works. Removal of requirement that approval be received from the Community Council in respect of any future such works. The building would not be in the Council's ownership and the Association does not thus see any basis for the requirement. Sufficient controls and opportunity for the Council to input are provided within existing planning regulations.	Resolved: That the terms be amended to require the Association to advise and consult with the Community Council in relation to any external building works to the hall or land. The requirement would not relate to any maintenance or repair work.

### 33.1.6 Public Conveniences.

- In view of the lifting of certain of the restrictions related to the coronavirus epidemic it was considered prudent to review the current arrangements and to consider the actions which would be necessary to re-opening the public toilets at Gorslas should circumstances allow.
- **Resolved:**
  - (i) That, subject to the necessary safeguards being in place, the facilities be opened at the same time as those of Carmarthenshire County Council.
  - (ii) That Cllr Aled Vaughan Owen's kind offer to seek to obtain suitable signage from Carmarthenshire County Council be accepted.

### 33.2 Parks.

#### 33.2.1 Drefach: Access Gates to Park.

- Concerns had been received regarding the creation of an entrance by a householder into the park.
- To help progress matters, elected members representing the Drefach Ward, had visited the park and provided information regarding the access/egress points within the park.
- As not all of the land in question was in the ownership of the Community Council members were provided with copies of the Land Registration Document and ownership Plan together with a copy of the original land transfer deed and plan.
- The legal advice obtained from NALC regarding the creation of gated entrances by properties adjoining public parks was also shared with the ward members.
- Discussion took place in relation to the Council's general approach to the creation of gateways by the owners of properties adjoining parks. Concern was also raised regarding those areas of land at

Drefach Park, such as the main entrance to the park, over which the Council had a right of way but was not the owner of the land.

- **Resolved:** That, when regulations allow, the Drefach Ward members hold a meeting at the park to discuss the approach they would favour and subsequently report those views back to the full Council.

### 33.2.2 Drefach Park: Dogs

- A report had been received of incidents where dogs, which had not been kept on a lead, had attacked other dogs in the park.
- It was explained that the Community Council did not have legal powers to require owners to keep dogs on a lead however an authorised Officer of the County Council could do so.
- The County Council were duly contacted and advised that the issue is one being raised by many organisations operating parks. The County Council is seeking legal advice on how these matters may best be progressed and will provide an update in due course.
- **Resolved:** To receive and note the information provided.

### 33.2.3 Gorslas Park: Grass Deposited from Private Residence.

- A report had been received that a resident of a property at Heol Cefneithin had deposited grass cuttings in the park.
- A letter asking the resident to remove the cuttings and desist from doing so in future had been sent.
- The individual had contacted the Clerk, apologised for the error and had removed the cuttings.
- **Resolved:** To receive and note the information provided.

## 34.0 Agenda Item 6 Urgent Local Matters.

### 34.1 Road Closures.

- Gorslas to Llanelli: C2060 to junction with C 2222. Closed from Monday 01<sup>st</sup> June until Wednesday 3<sup>rd</sup> June, 2020 to allow work on overhead cables.
- Maesybont to Llanelli: C2222 to B4297. Closed from Thursday 4<sup>th</sup> June, 2020 to Saturday, 6<sup>th</sup> June, 2020, to allow work on overhead cables.
- Gorslas to Llanarthne: C2060 to junction with U2251. Closed from Thursday 21<sup>st</sup> May 2020 to Saturday, 23<sup>rd</sup> May, 2020, to allow Openreach to undertake necessary work.
- **Resolved:** To receive and note the information provided.

## 35.0 Agenda Item 7. Members Reports.

### 35.1 County Council Update Cllrs Aled Vaughan Owen and Darren Price.

- An update was provided for members on County Council matters which were relevant to the local community. They included the following matters: -
  - (i) The first meeting of the County Council since lockdown was to be held on Wednesday.
  - (ii) Schools would re-open as from 29<sup>th</sup> June, 2020, for pupils from all year groups but for limited periods during the week with a third of pupils in school at any one time. The school term would be extended to the 24<sup>th</sup> July, 2020. The Autumn Half Term break being extended to two weeks.
  - (iii) Schools opening would provide an opportunity to “check in, catch up and prepare for September. Members sought clarification as to whether or not pupils would receive educational instruction

during this period. Cllr Darren Price indicated that schools would be make curricular provision and offered to obtain, and distribute, further details to members.

- (iv) School was being risk assessed and work being undertaken to address shortfalls Changing working practices, such as cleaning regimes, meant that the County Council was facing significant increases in costs such as cleaning which it had not been included in the original budget plan.
- (v) Training of Environmental Health Inspectors to support the Government’s Trace and Track programme was being progressed.
- (vi) Locally
  - a) Work was ongoing to help volunteers support people in the Community.
  - b) There had been a noticeable increase in fly tipping in the area.
  - c) Increased incidents of speeding vehicles within the Drefach area.
  - d) C.C.C were looking for sites for the recycling facility in the Drefach area.

• **Resolved:**

- (i) That Cllr Darren Price’s offer to ascertain, and advise members, as to the nature of provision which pupils returning to schools in Carmarthenshire as from 29<sup>th</sup> June,2020, be accepted.
- (ii) To receive and note the information provided

**35.2 Gorslas Park Site Meeting Re-location of Equipment.**

- Cllr Aled Vaughan Owen reported that members form the Gorslas Ward had met on site with representatives from Lloyd and Gravell regarding the preferred location for equipment displaced as a result of the establishment of the new school at the park.
- The meeting had gone well and locations agreed subject to ground testing for services etc by the contractor. .
- **Resolved:** To receive and note the information provided.

**36.0 Agenda Item 8. Correspondence.**

Consultation		
Ref	From	Details
36.1	Nil	
General Correspondence		
36.1	Carms C.C	<ul style="list-style-type: none"> <li>• Updated list of organisations supporting vulnerable people.</li> </ul>
36.2	IRPW	<ul style="list-style-type: none"> <li>• Report: Principles of Re-imburement of Costs of Care, Electronic copy available from Clerk.</li> </ul>
36.3	Welsh Govt	<ul style="list-style-type: none"> <li>• Sustainable Drainage System: Advise of Amendments to the regulations regarding definition of the term Planning and removing conditions relating to Covid 19 works by certain bodies. A matter can now be referred by a Magistrate Court to a County Court where fines are unlimited.</li> </ul>
36.4	Hywel Dda CHC	<ul style="list-style-type: none"> <li>• Electronic copy of April Newsletter available from Clerk.</li> </ul>

36.5	Cefneithin Resident	<ul style="list-style-type: none"> <li>• Details of organisations who can assist individuals during the current emergency.</li> </ul>
36.6	Welsh Govt	<ul style="list-style-type: none"> <li>• Advise of funding available to help create places of nature</li> <li>• Forest Fund. Create a single accessible ecological network throughout Wales. Funding for improvements to create access to existing woodlands. Closing Oct 2021</li> <li>• Local Places in Nature: Aims to restore and improve local places of nature in disadvantaged areas. Scheme to be completed by March 2021</li> </ul>
36.7	Rugbytots	<ul style="list-style-type: none"> <li>• The company is seeking permission to provide classes for children aged (2-6) in any of the Council's Parks.</li> </ul>
36.8	Connect 2 Carmarthenshire	<ul style="list-style-type: none"> <li>• Advise of Celebrate a Volunteer week -1<sup>st</sup> to 7<sup>th</sup> June.</li> <li>• Good news stories, requests for assistance or offers to provide assistance or a space to create a Volunteer Team is provided on the <a href="http://connect2carmarthenshire.org.uk">connect2carmarthenshire.org.uk</a></li> </ul>

- **Resolved:**

- (i) To receive and note the information provided.
- (ii) Item 36.7 To approve the request subject to compliance with the restrictions applicable to parks, adherence to Government guidance regarding the pandemic, proof of insurance and child protection measures.

### 37.0 Agenda Item 9 One Voice Wales.

- Cllr Tina Butler left the meeting at this point.

### 37.1 Membership Survey

- The Association forwarded an electronic copy of a survey regarding current/ future services.
- **Resolved:** To receive and note the information provided.

### 37.2 Training Course. Preparing for Different Futures 21<sup>st</sup> May,2020

- Details circulated to members of the course which was run by the WCVA.
- **Resolved:** To receive and note the information provided.

### 37.3 Local Places for Nature Grant.

- Details previously circulated. A scheme offering each Community Council a package to support environmental growth. Raised bed 1.2x1.4mtrs required, Records of volunteer hours, numbers and quotations from beneficiaries and future maintenance plan required.
- **Resolved:** To receive and note the information provided.



**38.0 Agenda Item 10 Planning Matters**

**38.1 Planning Applications.**

No /Ref	Type and Description	Location
W/40592	Full Planning. Rear and Front extensions to dwelling house.	Nant Fach, 4 Church Rd, Gorslas, SA14 7NF.

- **Resolved:** To receive and note the information provided.

**39.0 Finance Agenda Item 11.**

**39.1 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	1,084.99
Dwr Cymru	Charges Gorslas Toilets	109.45
Spencers Environmental	April and May Grass Cutting Charges	2,435.80

- **Resolved:** To receive and note the information provided

**39.2 Independent Auditor Report: Financial Year 2019/20.**

- Copies of the report had been forwarded to members prior to the meeting and a discussion took place relating to the scope, nature and findings of the report.
- **Resolved:** That, as there were no issues of concern identified in the report members proceed to accept, receive and note the report.

**39.3.1 Annual Return Accounting Statements 2019/20**

- Members considered, and went through the detail of, the Accounting statement of the Return line by line in conjunction with the relevant elements/ comments of the Independent Auditor.
- **Resolved:** That the Accounting Statements be signed and certified as correct.

**39.3.2 Annual Governance Statement (Part 1)**

- Under the Direction of the Chair members were taken through each individual statement contained within the return.
- **Resolved:** Having considered each statement, the criteria for evaluation, and the practices and procedures adopted by the Council that the response to each statement be affirmative and that the return be signed to that effect.

**39.4 Dyfed Pensions Employers Contribution Rate 01.04.21 to 31.03.24**

- The County Council have advised that, following re-valuation, there will be a change in the manner of calculation of the employer’s contribution element.
- The net effect will see a small reduction in the employer’s contribution as from April 2021.
- **Resolved:** To receive and note the information provided.

**39.5 Financial Assistance Requests.**

- Cllrs Clive Green and Andrew King declared a personal and prejudicial interest as Trustees of the Cross Hands Hall and Cinema Trust and did not take part in the discussion or decision.
- Cllr Wyn Edwards declared an interest as an official of Capel Seion, Drefach which was being considered for financial assistance and did not take part in the discussion or decision.
- Members were reminded that, in considering requests the Council was required to take into account whether or not the award would be commensurate with the benefit to the community and or inhabitants of the area. The community or inhabitants of the area would be defined as those within the electoral wards of Gorslas Community Council
- Consideration was taken of the funds available, the benefit to the residents/community and the likely need to provide additional funding for organisations as a result of the Covid pandemic.
- **Resolved:**
  - (i) That provision be made at future meetings to consider requests for assistance.
  - (ii) That donations be made to the organisations detailed below in the following amounts: -

<b>Organisation</b>	<b>Purpose</b>	<b>Amount</b>
Cross Hands Hall and Cinema Trust	Assist with costs of providing lift to allow access for disabled users.	£ 300
Gorslas Church	Asist with community-based activities	£ 250
Capel Seion	To assist with the cost of maintaining the graveyard	£ 250
Capel Llanlluan	To assist with the cost of maintaining the graveyard	£ 250
Capel Tabernacle	To assist with the cost of maintaining the graveyard	£ 250
Capel Peniel	To assist with the cost of maintaining the graveyard	£ 250
Capel Tabor	To assist with the cost of maintaining the graveyard	£ 125

**40.0 Agenda Item 12 General Discussion.**

- Due to the nature of the issues discussed and the length of the meeting it was proposed that discussion on this matter be postponed to a future meeting.
- **Resolved:** To postpone discussion of the item to a future meeting. Members forward any comments or suggestions they have regarding the matter to the Chair by the July meeting.

**41.0 Closure of Meeting.**

- The next meeting of the Council would be held online at 19:00 hrs on Monday 13<sup>th</sup> July,2020.
- There being no further items of business the Chair declared the meeting closed at 20:40hrs.