

CYNGOR CYMUNED GORS-LAS COMMUNITY COUNCIL

Minutes of the Ordinary Monthly meeting of the Gors-las Community Council
held at Hebron Vestry Drefach on Monday, 14th November, 2022, at 19:00hrs.

91.0 Agenda Item 1: Record of those Present/Apologies

- Councillors: Nia Lewis (Chair) Simon Martin (Vice Chair) Clive Douch, Roy James, Gareth Jones, Chris Wilkins, Kevin Jones, Wyn Edwards, N Beckett, Andrew King, Linda Williams. Melody Gronow and Elinor Goldsmith.
- Others: Llew Thomas, Clerk to the Council and Martin Davies (Translator).
- Apologies for absence: Cllr Clive Green, due to illness. Cllr T Butler had tendered an apology for absence and requested the Council's permission to be granted an extended period of approved absence until February 2023, due to personal circumstances.
- **Resolved:**
 - (i) To accept and approve the apologies for absence for the November meeting
 - (ii) To grant an extended period of absence for Cllr Butler until February ,2023.

91.1 General.

- The Chair welcomed everyone to the meeting which was declared open at 19.00hrs.
- **Resolved:** To note and proceed with the business of the meeting.

92.0 Agenda Item 2 Declaration of Interest

- Item 97.5: Cllr Nia Lewis, as a resident of Heol Cae Gwyn, declared a personal but not prejudicial interest in the matter.
- Item 97.5: Cllr Kevin Jones, as a resident of Heol Cae Gwyn, declared a personal but not prejudicial interest in the matter.
- Item 101. 9.1.3 Cllr Nia Lewis, as a resident of Heol Cae Gwyn, declared a personal but not prejudicial interest in the matter.
- Item 101. 9.1.3 Cllr Kevin Jones, as a resident of Heol Cae Gwyn, declared a personal but not prejudicial interest in the matter.
- Item104.6 Cllr Kevin Jones advised of a personal, but not prejudicial interest, as a member of the organisation requesting financial assistance from Y Tabernacle.
- Item 104.6 Cllrs Nia Lewis and Wyn Edwards recorded a personal but not prejudicial interest as members of Drefach Welfare Association which was an organisation applying for financial assistance
- **Resolved to:** Note and record the position.

93.0 Agenda Item 3 Consider the Minutes of the Previous Meetings of the Council.

- The minutes of the previous meeting of the Council held on the 3rd October, 2022, were examined in detail by members under the direction of the Chair.
- **Resolved:** The minutes be confirmed as a correct record of proceedings and decisions.

94.0 Agenda Item 4: Opportunity for the Public to address the Council.

- There were no requests from members of the public to speak at the meeting.

- **Resolved:** To record and note.

95.0 Agenda Item 5: Corporate Matters.

95.1 Progress Report.

- An update was provided regarding progress in implementing previous Council decisions.
- **Resolved to:** Receive and note the information provided.

95.2 CCTV Policy.

- The Council had considered and adopted a CCTV policy in February,2022.
- Following the local government elections in May 2022 a significant number of new members had taken office and progress had been made in installing CCTV at both Drefach and Cefneithin Parks.
- Accordingly, the Council considered it appropriate to refresh and review the policy.
- **Resolved:**
 - (i) To adopt the revised and updated policy.
 - (ii) That the policy be reviewed periodically.

95.3 Policy Update Bio Diversity.

- The Environment (Wales) Act 2016 placed a duty on Council's to produce a Bi-diversity Plan by the end of 2019 and every three years afterwards.
- Accordingly, a revised and updated plan was considered by members.
- **Resolved:** The revised and updated document be adopted.

95.4 Independent Review Panel Wales (I.R.P.W.) – Draft Recommendations 2023/24.

- The Panel is an independent body which makes decisions in relation to the pay, expenses and benefits payable by Councils in Wales.
- A draft report detailing the proposed payments for the 2023/24 municipal year had been prepared.
- Community Councils were invited to submit comments or observations on the proposals.
- **Resolved:** Members to consider and submit views to the Clerk within the next 10 working days.

95.5 National Pay Award 2022/23.

- The Council currently has an employee whose terms of employment are governed by the National Association (N.A.L.C.) of Local Council conditions.
- Notification has been received from NALC of the National Pay Award for 2022/23.
- Details of the revised scales and financial implications were provided to members.
- **Resolved:**
 - (i) To accept and implement the National Award.
 - (ii) For the additional cost over to be vired from the Corporate Running Expenses Budget.

95.6 Wayside Seats Review.

- Details of a review of wayside seats in the Drefach and Cefneithin area had been undertaken by Cllrs Nia Lewis and Chris Wilkins respectively.

- The review had included seats in the community and, given the age of some of the seats, there was a need to clarify issues relating to ownership and responsibility. This matter was being progressed by the two ward County Councillor members.
- **Resolved:** To defer consideration of the matter to the December meeting to allow time for a response to be received from the County Council.

95.7 Signage in Parks.

- The need for additional signage to be provided in the parks had been discussed at the October meeting of the Council.
- Feedback and input from ward member meetings were discussed and considered.
- **Resolved:**
 - (i) Phase 1 Safety/Advisory Signage. To proceed to instruct Alan Williams to design, and following approval of the design, to produce and fit the signage.
 - (ii) Phase 2 Information Signage: To proceed to commission a design and costing from Alan Williams.
 - (iii) Phase 3 Cefneithin Park: To commission Alan Williams to work with the school to design and produce a bespoke sign relating to litter and dog fouling issues in the park.

95.8 Sub Committee Meeting 20.10 22: Gorslas School Community Use Management Agreement

- The Sub Committee had met on the 20.10.22 and discussed and considered the progress made in discussions with representatives of the school in relation to the above.
- Having done so the Sub Committee resolved to recommend to the full Council as follows: -
 - (i) A phased introduction to the community use element be adopted and discussed with the school
 - (ii) The initial phase would commence on or around 17.04.23
 - (iii) The Clerk contact the Governor Representative to establish a suitable medium for the formalisation of an agreement relating to the proposed Community Council Office.
- **Resolved: To adopt the recommendations of the Sub Committee**

95.9 Sub Committee Meeting 20 10 22 Governance and Finance Toolkit.

- Members, together with the Clerk, had reviewed both elements of the toolkit in depth.
- The view was taken that whilst the toolkit was an invaluable resource the current format could be adapted to make it more user friendly for Members.
- **Resolved:**
 - (i) The observations of the Sub Committee be forwarded to One Voice Wales.
 - (ii) The Clerk seek to adapt and amend the member element of the document.

95.10 Sub Committee Staffing Review 20 10 22: Clerks Contract and Hours

- Members reviewed details of the contract of employment and the trend in hours worked over the previous 6 years as well as likely future changes and requirements.
- It was noted that the contract would need to be changed and updated in the light of the proposed change from working at home to an office base at the new Gorslas C.P. School.
- Discussion took place in relation to engaging the services of One Voice Wales to assist in the review.

- The Chair, Vice Chair and Clerk provided feedback for members on a fact-finding meeting with the Clerk of Llandybie Community Council regarding the structure and work of that Council.
- Recommendation to Council:
 - (i) The Clerk collate further information regarding operational matters and duties.
 - (ii) That One Voice Wales be not engaged at this time until the sub-committee had further information available to them and a full brief had been prepared.
 - (iii) A working group, comprising of the sub-committee membership, meet to progress the matter.
- **Resolved:** That the recommendations of the Sub Committee be adopted in full.

95.11 Sub Committee Meeting 20.10.22 Financial Assistance Application Form and Process.

- Members considered options for simplifying the format and content of the existing form.
- A revised copy of the form including the proposed procedural revisions had been forwarded to members as part of the papers for the meeting.
- **Resolved: That the revised format and procedures be adopted.**

95.12 Tree Risk Assessment: Remedial Works.

- Following the receipt of a tree condition assessment report certain works have been identified as being necessary to the existing tree stock.
- Tenders were sought from three suppliers to undertake the work.
- The lowest price tender was from contractor A at a price of £1,100.
- **Resolved:** To award the contract to contractor A i.e., the Arb Team at the tendered price.

95.13 Parks Hedge Cutting Contract

- Members highlighted the concerns of residents relating to the amount, and difficulties, residents had reported following the cutting of the hedges at Cefneithin and Drefach parks.
- The background to the re-introduction of hedge cutting at the two sites was discussed as were the contract details and options for addressing the issues.
- **Resolved:** To accept the very kind offer of Cllrs Kevin Jones and Roy James to volunteer to sweep up the debris arising from future hedge cutting.

95.14 Members Support and Development.

- The Chair proposed that, to help members, and particularly new members, that there would be a benefit in the Chair and Clerk attending meetings with members to obtain their views on options for revising practices and procedures to assist them in their roles.
- **Resolved:** The Chair and Clerk be invited to attend a future ward meeting to discuss the issues.

96.0 Agenda Item 6: Park Matters

96.1 Drefach Park. Fly Tipping.

- A report had been received of a black refuse bag having been left in the park.

- Carms C.C. were contacted and invited to examine the contents to try and establish the identity of the individual who left the bag in the park. Due to a technicality this was not possible.
- A contractor has since removed the item.
- **Resolved:** To receive, note and approve the actions taken.

96.2 Gorslas Park: Aco Drain Covers.

- It had been noted that some 11 drain covers had been broken and were in urgent need of replacement in order to avoid the possibility of injury.
- In view of the urgency a contractor has been instructed to replace the units immediately with the cost being £340 plus VAT i.e. £408.
- **Resolved:** To receive, note and approve the actions taken.

96.3 Gorslas Park: Excess Water Footpath, Church Side.

- The attention of the Council had been drawn to a concern received from residents relating to the considerable amount of excess water which was running down the footpath.
- The path had recently been widened and re-surfaced as part of the access arrangements for new Gorslas C.P. School works.
- The Clerk had reported the matter to Messrs. Lloyd and Gravell who were the main contractor for the new school who are attending to the issue.
- **Resolved:** To receive, note and approve the actions taken.

96.4 Gorslas Park: Surfacing Issue Footpath, Church Side.

- During a site visit an issue had been identified with the surfacing of the footpath in that it was evident, in several places, that weeds had broken through the new surface.
- Messrs. Lloyd and Gravell had been advised and will arrange for the matter to be attended to.
- **Resolved:** To receive, note and approve the actions taken.

96.5 Gorslas Park: Hollow Adjacent to Footpath near play area school side.

- The Clerk was advised on 14 11 22 that a hollow had appeared in earth adjoining the footpath.
- A site visit was undertaken that day with the hollow being linked to work on public lighting units connected with the new school.
- Temporary safety measures were undertaken to prevent injury and the matter reported to Lloyd and Gravell on 14 11 22 who will attend to the matter as a matter of urgency.

97.0 Agenda Item 7: Urgent Local Matters.

97.1 Cross Hands Hall and Cinema Trustees.

- Cllr N Beckett advised that he had recently attended his first meeting of the trustees.
- Following a successful fund-raising scheme, the financial outlook had improved somewhat and negotiations were progressing with a tenant in relation to recovering increased costs.
- The Trustees were currently seeking representatives to join the Board. Accordingly, Cllr Beckett requested that should members have an interest in joining the Board, or were aware of anyone who might have an interest that they contact him.

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

97.2 Gorslas: Experimental Weight Restriction Order Gate Rd, and Black Lion Road.

- The County Council advise of an experimental weight restriction of 7.5 tonne on certain sections of the above roads. Exceptions exist for vehicles conveying goods or merchandise to and from premises situated on those, or adjoining roads and in connection with building, road repair or similar works.
- The order is effective from 07.11.22 and will be reviewed after 6 months when consideration will be given to making the prohibition permanent.
- **Resolved:** To receive, note, and record.

97.3 Drefach: Public Lighting Unit: Heol Cwmmawr.

- The concerns of a local resident regarding the intrusion of light into their property from an adjoining street light had been discussed at the November meeting of the Council.
- The unit provided illumination for a public footpath adjoining Heol Cwmmawr and providing access to and from an adjoining residential estate.
- The intensity of the light emanating from the unit was controlled to reduce the intensity at specified times of the evening. The County Council had provided a shade to try and assist in reducing the impact on the property.
- Further discussions had taken place with County Council Officers, but without success, in relation to any other options which would retain provision whilst assisting the householder.
- Members visited the location prior to the commencement of the meeting to examine the position.
- Discussion took place and consideration given to the purpose of the lighting issue and the benefit and disadvantage to residents if the unit were removed.
- **Resolved:**
 - (i) That having considering the matter in the round the unit be retained on the grounds of the benefit to the safety of the public.
 - (ii) Cllr Kevin Jones kindly agreed to inform the householder.

97.4 Drefach: Excess Water Property Brynglas.

- The concern of the householder regarding excess water entering their property during periods of heavy rain had been discussed at the October meeting of the Council.
- Cllrs Darren Price and Aled Vaughan Owen had arranged a site meeting on Thursday 10.11.22, with the householder, County Council Officers, and representatives from Gorslas Community Council.
- Feedback from the meeting was provided by the Chair and included both short long-term measures which would be undertaken by the County Council.
- **Resolved:** To receive and note the information provided,

97.5 Drefach: Speeding

- Cllrs N Lewis and Kevin Jones declared a personal, but not prejudicial interest in the matter as resident of Heol Caegwyn. The matter was one of information sharing only with no decision or action required by the Community Council.
- Cllr Kevin Jones therefore provided an update for members on feedback received from Sergeant Ian Price in relation to speeding issues in the area which included:

- (i) Two vehicle speed surveys had been conducted on parts of the road between Drefach and Porthyrhyd. The flow of traffic and quartile exceeding the speed limit did not meet the criteria for the road being categorised as high risk. Hand held speed checks would continue. Gateway fencing on approaches to built up areas might however help.
- (ii) Checks had also been undertaken at Heol Ddu, Mary Street and Capel Seion Hill. The percentage exceeding the speed limit by a significant margin was such as to warrant a Go Safe speed enforcement vehicle being allocated to undertake checks in that area.

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

98.0 Procedural.

- Cllrs Andrew King and Roy James gave their apologies and left the meeting at this point.

99.0 Agenda Item 8: Members Reports.

99.1 Ward Members Reports.

- Members received and considered the issues raised as part of the written and verbal feedback provided from ward meetings.
- **Resolved:** To receive and note the information provided.

99.2 County Council Town and Community Council Liaison Forum. 09.11.22

- Cllr Edwards provided feedback on the key points from the meeting which included:
 - a) Attendance was extremely low.
 - b) Poverty: It was reported that 35% of the population of the County were recorded as being within the official poverty bracket.
 - c) Carmarthenshire County Council advised of establishing warm hubs in libraries.
 - d) Grants of between £1k to £10k were available to organisations for schemes to help address fuel poverty. Closing date 18.11.22.
 - e) The Annual County Council Toy Box appeal was currently underway.
 - f) Changes in waste collection would be introduced in the County as from 23/01/23. Black Bags would be collected every 3 weeks with a maximum of 3 bags. Glass collection will be introduced as from the same date and collected on the same day as black bags.
 - g) Monthly C.C.C. Newsletter: Attendees were asked as to whether or not they received the electronic copy of the newsletter.
- **Resolved:**
 - (i) To receive and note the information provided.
 - (ii) That the monthly County Council newsletter be forwarded to members.

100.0 Procedural:

- Cllrs Melody Gronow and Elinor Goldsmith gave their apologies and left the meeting.

101.0 Agenda Item 9: Consultation/ General Correspondence

- Members considered the schedule of correspondence received.
- Cllrs Nia Lewis and Kevin Jones declared a personal but not prejudicial interest in item 9.1.3 as residents of Heol Caegwyn.
- **Resolved:**
 - (i) Item 9.1.1 Consultation Public Service Board Wellbeing: Place on agenda for next meeting.
 - (ii) Item 9.1.2 Consultation Second Homes: Place on Agenda for next meeting.
 - (iii) Item 9.1.3 Consultation Exceptions to Speed Limit Reduction Clerk and Cllr W Edwards to forwarded further details.

102.0 Agenda Item 10 One Voice Wales.

102.1 Area Meeting 19.10.22

- A summary of the issues discussed at the online zoom meeting was provided for members by Cllr Wyn Edwards. They included the following matters: -
 - (i) Attendance at the meeting had been very poor.
 - (ii) An address had been given by Rachel Carter One Voice Wales Nature Officer on the grants available to Council for community gardens and orchards.
 - (iii) Defibrillator: Support and advice on purchasing and training via One Voice Wales.
 - (iv) Code of Conduct: Importance of all Councillors undertaking training highlighted in view of sanctions and disqualifications which can be applied for breaching the code.
 - (v) Database Suppliers: The Association was developing a database of suppliers
- **Resolved:** That interested parties contact the Chair and Clerk asap.

102.2 Training

- Details of training courses forwarded to members for the next two months.
- **Resolved:** Members interested in attending courses contact Chair and Clerk.

102.3 Defibrillator Scam.

- Advise of unsolicited emails being sent to Councils across Wales allegedly from a charity offering grants towards the cost of defibrillators.
- The charity does not exist and the e mails are an attempt to scam Councils.
- **Resolved:** To receive and note.

103.0 Agenda Item 11 Planning Matters.

- Members considered the schedule of planning applications for the area.
- **Resolved:** To receive and note the information provided.

104.0 Agenda Item 12 Finance:

104.1 Audit 2022/23 Independent Auditor.

- The independent auditor, V. L. Llewellyn, has been provided with the terms of reference for the 2022/23 audit and has confirmed acceptance.
- **Resolved:** To receive, note and approve the actions taken.

104.2 Audit 2022/23 Member Review.

- Cllr Chris Wilkins had kindly undertaken a comprehensive review of the financial affairs of the Council for first two quarters of the financial year.
- The processes and detail of the audit were shared with members. It had been found to have been a useful process. There were no issues of concern to be reported.
- The next review would be at the end of the third quarter i.e. in early January.
- **Resolved:** To receive, note and thank Cllr Wilkins for his work.

104.3 Monthly Payments/Receipts October

Chq No	Payee	Description	£
105043	Clerk	Wages July	1,212.54
105049	Clerk	Wages August	1,212.74
105064	Clerk	Wages /Expenses Sept	1,381.68
105067	C Sams	Electrical Work CCTV	950.40
105068	Dyfed Alarms	CCTV Parks	5,558.40
105062	HMRC	Qtr. 2 Contribution	1,686.16
105073	OVO	Electricity Gors P Conv Aug	27.65
105063	Carms CC	Qtr2 Contributions	1,680.42
105074	Danfo UK	P Conv Sept	720.00
105070	Wrenvale NL Ltd	Grass Cutting September	1,164.00
105061	Wrenvale NL Ltd	Grass Cutting August	1,164.00
105075	OVO	Electricity Gors Sept	28.50

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

104.4 Schedule of Income/ Payments for approval November 2022

- To assist members with monitoring a table was provided showing the usual pattern of income and expenditure payments/receipts for the year.
- A schedule of payments to be made for November was also provided and considered by members.
- **Resolved:**
 - (i) To receive and note the information provided in the monitoring table.
 - (ii) To approve the schedule of payments due for the month of November subject to any minor variation due to legislation or contractual requirements.

104.5 Budget 2022/23 Update

- As agreed at the October meeting the income and expenditure budgets for the year have been monitored and reviewed in the light of changes arising during the financial year due to operational and contractual obligations.

- To reflect that position members considered virements to the existing budgets as follows:

Budget	Issue	Original Budget	Addition	Reduction	New Budget
Parks Larger Works	To reflect progress on reserved projects	8,500	14,440	0	22,940
Parks Litter	Invoices Relating to 21/22	12,443	1,400		13,843
VAT Expend	VAT relating to the above	9,379	3,166	0	12,545
Earmarked Reserves	Transfer from Allocated Reserves to fund above	27,342	0	-19,006	8,332
Corporate Salaries	National Pay Award excess over budget provision	29,100	900	0	30,000
Corp Running Expenses	Funds available to vire money to meet salary cost	10,576	0	-900	9,676

- Resolved:** To accept and adopt the proposed virements.

104.6. Requests for Financial Assistance

- Cllrs Nia Lewis, Wyn Edwards and Kevin Jones declared their personal interests and did not participate in proceedings during consideration of the relevant items.
- Details had been provided for members in respect of the applications for financial assistance which had been received.
- In considering the applications the Council is required to consider whether or not any award is commensurate with the benefit to residents or the area which the Council serves.
- Resolved:** To approve the following applications and payments: -

Organisation	Description	£
Peniel Chapel	Donation Maintenance Burial Grounds	250.00
Tabernacle Congregational Church	Donation Maintenance Burial Grounds	250.00
Drefach Welfare Association	Donation Community Christmas Event	175.00
Cefneithin and Foelgastell Welfare Association	Donation Community Christmas Event	175.00
Llanlluan Chapel	Donation Maintenance Burial Grounds	250.00
Carmarthenshire YFC	Donation To assist Young People from the area	50.00

105.0 Item 13 Next Meeting and Conclusion of Meeting.

- The next meeting of the Council was scheduled for Monday 12.12.22 at 19:00 hrs. Hebron Vestry.
- There being no further business the Chair declared the meeting closed at 21:10hrs