

# **CYNGOR CYMUNED LLANGENNECH COMMUNITY COUNCIL**

At a meeting of the Council held on Monday, 5<sup>th</sup> June 2023 at the Bryn Hall, Bryn.

**PRESENT: Councillors:** G R Jones (Chair)  
I Griffiths, G Thomas, M I Slader,  
I M Williams, N Lloyd, L M Morgan,  
J Leeuwerke, H J Davies, A J Parry,  
J A Seward

**APOLOGIES: Councillor:** L D J Armishaw

1. **Declaration of Interests**

There were none.

2. **Public Participation**

The Chair introduced Simon Clement from the Cricket Club.

Mr Clement had come to discuss and receive comments on the storage shed that has recently been completed and in use and located in the recreation ground. The completed project differs somewhat to the original proposal approved by Council.

The main difference is the provision of a permanent structure for seating as opposed to the portable tables and chairs originally planned.

The Cricket Club made changes to the original scheme without consultation with the Council. The work had proceeded in conflict with the original proposal which was included in the Licence Agreement granted to the Club. The Surveyor commented that the completed project is now much better aesthetically than when viewed in April this year at a site meeting in the presence of the Chair. The Surveyor is now happy that the structure can remain as it is and does not object.

Councillor N Lloyd stated that she is happy with the completed project.

Councillor M I Slader thanked the Surveyor for bringing the changes to the attention of the Council.

Councillor I M Williams commented that the final completed project is a considerable improvement to what was seen at the site meeting in April of this year. He did believe that the Cricket Club was at fault in not consulting and getting permission of the Council for the final scheme.



Simon Clement commented that there will be further improvements to the project probably not before the end of the Cricket Season. The Cricket Club is attempting to improve the recreation ground and will continue to promote the location.

Councillor J A Seward stated that the project looks fine now.

Councillor M I Slader asked as why concrete slabs are likely to be put down. The answer was that it has not been decided yet.

Simon Clement also stated that repair work on the scoreboards has now been completed.

3. **Minutes of the Meetings held on the 3<sup>rd</sup> April and 15<sup>th</sup> May 2023.**

It was proposed by Councillor I M Williams and seconded by Councillor M I Slader that the Minutes be accepted.

It was so RESOLVED.

i) **Removal of trees at Aber Llwchwr**

The Chair referred to the social media proposal that the footpath would be removed and believed that this proposal is a non starter.

Councillor G Thomas asked as to why the residents want to remove the path.

The Chair replied that residents who bought land did not want a footpath running through their property and they believed that they had purchased the land and the right to remove the footpath.

ii) **Goal Posts in the Recreation Ground –LBSA**

This will commence shortly following marking work to be done by D N Davies.

iii) **Pavilion – Cylch Meithrin**

A site meeting took place in April with the Cylch and the internal arrangements when Cricket Matches took place within the hall area were deemed not a problem and would allow sufficient floor area for the Cricket Club.



It was also agreed that some old chairs and tables would be removed and this would allow two alcoves to become available for the Cylch.

A subsequent telephone call from Keith Thomas, Chair of the Cricket Club to the Clerk asked that no chairs or tables be removed because they are being used when Cricket Matches take place.

Further discussions will have to take place on this matter.

The Surveyor commented that he had considered accessing the alcoves from inside the hall to create additional space for storage with some construction work at the rear of the Pavilion.

He agreed to come back to Council with a plan and costings.

After further discussion it was agreed that the matter be considered by the Sub Committee formed to move forward on the recreation ground playground improvements.

The Sub Committee will consist of the Vice Chair, Councillor M I Slader, Councillor H J Davies, Councillor L M Morgan, the Clerk and Surveyor.

iv) **Assistant Caretaker – Community Centre**

Clarification has been received from P Egan, One Voice Wales, and in his view part-time employees would need to be paid enhancement for overtime worked as per NJC Conditions of Employment Document par.2.6 (b) and for night working as per par.2.6(c). The Clerk is now operating this recommendation and any overtime worked since January 2023 has now attracted enhancement and accordingly been paid.

A calculation has to be made with regard to retrospective payments for April 2020 - March 2022 and for April 2022 - December 2022.

This calculation will not be easy since no time sheets were provided for the whole period.

The Assistant Caretaker has indicated that he wishes to renegotiate the settlement figure agreed by him in November 2021.

After due discussion it was agreed that the whole matter be referred to the Personnel Sub-Committee for consideration including any other issues that are outstanding.



The Contract for the Caretaker of the Bryn Hall will also be considered at the meeting when it takes place.

The Sub-Committee will consist of the Chair, Vice Chair, J A Seward, G Thomas, N Lloyd and the substitute will be L D J Armishaw.

v) **CCTV System at the Centre**

This is now operational and the Surveyor commented that the quality of the picture is outstanding both in the day and night.

The matter of remote access needs to be progressed and made available.

The Surveyor also commented that the Council needs to consider such a system in the recreation ground.

4. **Surveyor's Report**

- i) **Recreation Ground – Cricket Club Storage/Refreshment area.** This was dealt with earlier in the meeting and there are no further issues to resolve.

ii) **Section 106 Balance of £17027 available to Llangennech**

The Surveyor requested a decision on what project the Council is to proceed with. There were three proposals put forward and these were Bryn Park, Cae Pown and the Recreation Ground with three possibilities at the Recreation Ground. These three were replacing the storage work sheds, improvement to the tennis court area and thirdly the play area improvements.

Councillor L M Morgan suggested that the work sheds be replaced.

The Surveyor stated that it is critical that the Council makes a decision since there are strict timescales to follow, in particular, making a lottery grant application and drawing up specific plans for tendering purposes. Also application for Section 106 money requires the existence of a specified definitive project.

The Chair stated that the Council has a rolling programme of improvements for all parks and he was in favour of moving forward with improvements to the recreation ground play area.



Councillor I Griffiths commented that some organisations/groups will be unhappy with other projects not taking place. He asked as to whether private sponsorship to fund projects could be considered.

The Chair also referred to a possibility that the land adjacent to Tafarn Morlais could be coming back for development and therefore more Section 106 Money being made available.

Councillor L M Morgan stated that if the play area is accepted as the project then the original LBSA Scheme could not proceed.

Councillor G Thomas referred to possible funding available from the police grant scheme.

The Chair asked for members to come to a decision.

Councillor Lloyd proposed the recreation ground play area as the project to move forward.

Councillor H J Davies seconded the proposal.

The Council duly RESOLVED unanimously to move forward with this Scheme.

It was also RESOLVED that a Sub-Committee be formed to move this Scheme forward.

Members of the Sub Committee will be the Vice Chair, Councillor M I Slader, Councillor H J Davies and Councillor L M Morgan.

It is estimated that the project will cost around £60,000 inclusive of VAT.

A tendering process will be followed with a design brief agreed by Council in September. Arrangements to meet the headmaster of the local School will have to be made so that a meeting can take place in October and then a lottery Grant application made.

The Contractor would be appointed in January 2024 and a start date agreed for the 2024/25 financial year.



iii) **Pavilion Roof Gutters**

The Surveyor referred to comments made regarding the condition of the rear and side guttering which is partly missing or damaged as a result of vandalism. Roof tiles, battens and felt had to be replaced a few years ago due to vandalism which had caused widespread damage to the underfelt. The tiles had also become very brittle.

The main problem is the low profile of the roof with a very wide overhang which lowers the guttering to be within easy touching distance acting as a potential climbing aid to the roof.

The Surveyor stated that it will be easy to replace the damaged guttering but it is inevitable that it will be broken within days. The missing guttering has persisted to a large degree for over twenty years without causing any damage to the building. Furthermore providing some sort of steel mesh guard will also be problematic acting as a climbing aid and also ball retention.

The Surveyor recommends that the rear guttering be removed in its entirety and part used to replace missing gutters and stop ends at the side of the building. The groundsman is prepared to undertake this work.

After due discussion it was RESOLVED to accept the recommendation.

5. **County Councillor Report**

County Councillor J A Seward reported:-

- i) Not much has happened. The Chair of the County Council has been appointed and she is Councillor Louvain Roberts and will serve until the next Annual Meeting of the Council which will be held in May 2024. The Vice Chair is Councillor Handel Davies.
- ii) She has received an "E" Mail regarding M4 closure plans at night from 8pm to 6am over a two week period later this month. This is to carry out repair work and will affect both eastbound and westbound.
- iii) There have been requests for pedestrian crossings on Pontarddulais Road near the School and on Hendre Road near Brynhyfryd and also near the Bridge Inn. These will be assessed and surveys carried out.

Councillor G Thomas comments that it is not possible to have crossings everywhere.



County Councillor G R Jones reported:

- i) There are directional signs to be put up on the roundabout in Brynhyfryd.
- ii) There are structural problems with Ty Plas Isaf and an engineer is to carry out survey work.
- iii) The WI requests placing a banner outside Bryn Hall to aid its membership. This was agreed.

**6. Income and Expenditure Statement and Annual Return for Year Ended 31<sup>st</sup> March 2023**

Copies of the above documents had previously been circulated to Members including the Internal Auditor Report.

Referring to the Income and Expenditure Statement. The Clerk commented on significant variances from the previous year and slight differences on the financial statement prepared at estimates time in February of this year..

Total RESERVES of the Council has increased from £144,190 at 31<sup>st</sup> March 2022 to £163,270 at the 31<sup>st</sup> March 2023. The General Fund has increased from £91,760 to £110,840 for the same dates.

The Clerk believes that the RESERVES are overstating the likely true position since there appears to be a fault with the gas smart meter at the Community Centre. This is understating gas consumption and has been the case for over two years. The Clerk estimates that there is likely to be an under charge of £10,000-£15,000 with a consequent reduction in the true RESERVES figure. It is still likely that the Council has some £30,000-£35,000 in excess of recommended balance and therefore available to fund a project. The fault with the gas meter has been reported on at least two occasions over the last six months to Totalenergies.

The Clerk referred to the debtors figure and analysed its content.

There is an outstanding debt from the Karate Club of £900 at the 31<sup>st</sup> March 2023. This relates to an outstanding payment in respect of the period from October 2022 to March 2023. The last payment made to the Council was a sum of £432 on the 21<sup>st</sup> March 2023 in respect of the July-Sept 2022 period. Members discussed the issue and RESOLVED to request that the hire account be brought up to date and that in future the hire fee will have to be paid monthly.



The Clerk also gave details of the creditors figure and the most significant sum relates to an outstanding debt to Alan Thomas the grave digger. This amounted to £28,810 and is in respect of the period going back to 2016.

After due discussion it was RESOLVED to accept the Income and Expenditure statement for the year ended 31<sup>st</sup> March 2023.

Referring to the Annual Return and Accounting Statement for the Year Ended 31<sup>st</sup> March 2023 the Clerk commented that the figures contained in the statement are exactly as included in the Income and Expenditure Statement but presented in the format required by the External Auditor.

The Annual Governance Statement is a confirmation that the Council has followed proper procedures during the year.

After due consideration it was RESOLVED to accept and approve the Annual Return which included the Accounting and Governance Statement for the Year Ended 31<sup>st</sup> March 2023.

Finally the Clerk referred to the Internal Audit report prepared by V L Llewellyn for the Year Ended 31<sup>st</sup> March 2023.

The Internal Auditor reported that the control objectives tested proved to be satisfactory and as a result there are no matters that need to be brought to the attention of the Council on this occasion. The conclusions are reflected in the Internal Auditor's report found in the 2022/23 Annual Return and are based inter alia on tests conducted by himself.

The Internal Auditor stated that assurance can be expressed in the governance arrangements and the financial statement of Llangennech Community Council for the year 2022/23.

It was RESOLVED to accept the report and it was agreed to appoint Mr Llewellyn as the Council's Internal Auditor for the year ended 31<sup>st</sup> March 2024 and that he be allowed as much time as necessary to complete that Internal Audit work which is to take place within deadlines for completion and approval of the Annual Return as set out by the External Auditor.

## **7. Hire of Council Buildings on Bank Holidays**

The Clerk reported that the Community Centre was opened on May Day Bank Holiday and Spring Bank Holiday. It was assumed that this was for a Karate Class which is yet to be confirmed.

The Clerk has been operating on a Council Policy that its buildings are shut on Bank Holidays other than in exceptional circumstances.



The Clerk asks the Council to reaffirm the Policy that its buildings are closed for public hire on Bank Holidays other than in exceptional circumstances. An application and approval by the Council will be required to allow opening on Bank Holidays.

After due discussion it was so RESOLVED.

**8. Code of Conduct Training for Town and Community Councils**

A letter has been received from the County Council setting out the following dates which have been set for training.

12/06/2023 - 2pm

24/07/2023 - 6pm

It will be possible to attend in person at County Hall or remotely via Zoom. The sessions will also be recorded and recordings made available to Town and Community Council for a short period thereafter.

Members wishing to take part should contact the Clerk.

**9. Planning Applications**

It was RESOLVED not to object to the following applications:

PL/05976 - Conversion of existing internal garage space to living room  
at 14 Maenol Glasfryn

PL/05940 - Proposed rear single storey infill extension at 34 Station Road

**10. Accounts**

It was proposed by Councillor I M Williams and seconded by Councillor L Lloyd that the following accounts be passed for payment.

It was so RESOLVED.

The Clerk informed members that the Council had been successful in its application for Retail Relief and Transitional Relief which has saved the Council a sum approaching £10,500 in the current financial year.