**Items 4 to 21**

**Reports of the Clerk to**

**Llanllawddog Community Council of 3 March 2025**

**4. To Receive a Presentation from the Vincent Wildlife Trust on the Feasibility of Restoring Wildcats in Wales**

**5. Brechfa Wind Farm Community Fund**

To receive an overview of the Fund by Moishe Merry, Brechfa Wind Farm Community Fund Manager. The Fund Manager has recently advised the Council in writing that since the inception of the Wind Farm Community Fund six years ago, funding of £171,109 has been awarded to projects in the community of Llanllawddog, compared to £95,236.79 reported in 2024. There will be an opportunity to brainstorm ideas for future funding applications to be made to the Wind Farm.

**6. Cefn Farm Play Area, Rhydargaeau**

A Pre-Installation Survey was carried out by Sovereign Play on 23 January 2025 in accordance with the Installation Agreement entered into by the Council. The Chairperson and Clerk met the company’s surveyor who did not identify any issues on site, apart from recommending that the existing gate to the play area open outwards. Since then, Sovereign has now made some amendments to the plan (see attachment) by introducing some necessary safety requirements. They are a clear walkway in line with the gate and running towards the rear of the play area along the right-hand boundary fence. Rotating the play tower through a 180° so that its rear backs on to the left-hand fence, with two safety landing zones being provided at the foot of the slides. The company will upgrade the roof of the double tower so that the rear panels are fully enclosed as an additional safety feature. It is proposed that the Basket Swing and Log Swing be switched around so that the Basket Swing is located at the front of the play area, and Log Swing towards the rear of the play area, as it requires a longer landing zone. The Play Tower will remain in the middle as a centrepiece for the play area. The amendments will be at no additional cost to the Council.

At this stage the Council has not been given any indication by Sovereign that the start on site on 10 March 2025 for the installation of play equipment and the surfacing of the play area on 17 March 2025 will be affected by the design changes. Although with the amendments proposed by the company at such a late stage it must be acknowledged that a risk could be posed to the timescales. Prior to a start being made on site, the Council will remove the artificial turf from the play area and secure the area with Heras fencing and placing a sign to inform the area cannot be accessed during the construction period.

Sovereign have provided their Operations and Maintenance Manual which has a checklist of routine inspections which the Council is recommended to undertake over and above that included within Sovereign’s compliance package included in the cost of the play area. A copy of the checklist is provided for Members’ attention.

The Council at its meeting on 6 January 2025, (minute no. 278 refers) approved an opening event for the play area takes place on Easter Saturday 19 April 2025 and an application be made to Grant Bach to fund a pizza van at the play area consideration and if feasible an Easter egg hunt take place. The pizza van has been booked, and an application for its funding will be made to the Wind Farm’s Grant Bach Fund.

A separate application will be made to fund the cost of bilingual signage at the play area. There will be a need for two signs, firstly displaying safety information stating that all children have to be supervised at all times and excluding dogs. The second sign will feature the branding of the National Lottery and Brechfa Wind Farm as per their grant funding requirements.

Consideration was given at the previous meeting of creating a Council logo as did not have one. A logo would feature on the play area signage, the Council’s website, its social media presence and on all official correspondence. Councillor Bowen has produced a suggested design (see below) which features the bell tower of Llanllawddog Church, trees depicting the Brechfa Forest, the roof line of properties and a Red Kite.

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Council may also wish to consider a name for the play area.

**Recommended:** (1) That further consideration be given to the format of a formal opening of the play area;

(2) That the proposed logo be approved as the Council’s logo.

(3) That Council give consideration to a name for the play area.

**7. Report of the County Councillor**

To receive a verbal update from Abergwili Ward Councillor, Councillor Neil Lewis in relation to his Ward work.

**8. Budget monitoring relative to the period ending 28 February 2025**

The Council holds a balance of £ 8,056.19 in its current account, and a balance of

£ 40,389.41 in its savings account resulting in a total of £48,445.60. Attached is the spend profile for the financial year to date.

**Recommended:** That the Council note the Budget Monitoring for the period ending 28 February 2025.

**9. Renewal of Council’s Insurance**

The Council has received notification of the renewal of its insurance policy from its brokers Gallaghers in the sum of £865.57, who have recommended the renewal of a policy with Hiscox Insurance Company Limited, who specialise in providing insurance policies to local councils and not for profit organisations.

During the renewal process the Council’s Brokers were advised in writing of the land transfer to the Council of the play area and following advice from their Underwriters have added it to the schedule for the current year. This has resulted in an increase in premium in the current year of £22.86.

**Recommended:** That the Council’s insurance policy be renewed with Hiscox Insurance Company Limited in the sum of £865.57 and approve the increase in premium of £22.86 in the current year to reflect the Council’s ownership of the play area.

**10. Bills for Payment**

The Council has the following liabilities for which approval is requested to make payments:

|  |  |  |  |
| --- | --- | --- | --- |
| **Reference** | **Payee** | **Description** | **Amount £** |
| 300076 | Llanllawddog Church Hall | Hire of Church Hall – November 2024 and January 2025  | 80 |
| 300077 | Andrew Rees | Administrative Expenses January and February 2025  | 20.20 |
| 300078 | Andrew Rees | Salary of Clerk for January and February 2025  | 753.67  |
| 300079 | HMRC | Payment of Income tax for January and February 2025 | £188.20 |
| 300080 | Councillor N Bowen  | Annual Allowance 2024-25 (pro rata from May 2024) | 143 |
| 300081 | Councillor Deborah Dean  | Annual Allowance 2024-25  | 156 |
| 300082 | Councillor Elizabeth Gibbon  | Annual Allowance 2024-25 | 156 |
| 300083 | Councillor Havard Hughes | Annual Allowance 2024-25 | 156 |
| 300084 | Councillor Philip Hughes | Annual Allowance 2024-25 | 156 |
| 300085 | Councillor Darrell Lewis  | Annual Allowance 2024-25 | 156 |
| 300086 | Councillor Steven Mason | Annual Allowance 2024-25 | 156 |
| 300087 | Councillor Peter Williams | Annual Allowance 2024-25 | 156 |
| 300088 | Councillor Nia Bowen  | Reimbursement of consumables from working from home (Pro-rata from May 2024) | 47.67 |
| 300089 | Councillor Deborah Dean | Reimbursement of consumables from working from home | 52 |
| 300090 | Councillor Elizabeth Gibbon  | Reimbursement of consumables from working from home | 52 |
| 300091 | Councillor Havard Hughes | Reimbursement of consumables from working from home | 52 |
| 300092 | Councillor Philip Hughes  | Reimbursement of consumables from working from home | 52 |
| 300093 | Councillor Darrell Lewis | Reimbursement of consumables from working from home | 52 |
| 300094 | Councillor Steven Mason | Reimbursement of consumables from working from home | 52 |
| 300095 | Councillor Peter Williams  | Reimbursement of consumables from working from home | 52 |
| 300096 | Arthur J Gallagher Insurance Brokers Limited | Addition to Insurance Premium 2024-25 | 22.86 |
| 300097 | Arthur J Gallagher Insurance Brokers Limited  | Renewal of Insurance 2025-26 | 865.57 |
| 300098 | Signs of Cheshire Limited | Purchase of Noticeboard | 1056.00 |

**Recommended:** That the Council approve the above payments.

**11. Road Safety on the A485**

The Traffic Management Team has now placed speed monitoring equipment at two locations on the A485, one being located by the former Bluebell Public House, Rhydargaeau and as requested near to the junction with Dan y Dderwen, Rhydargaeau. The gathered speeds will aid GoSafe which has enforcement powers as to what course they deem necessary. Following analysis of the data from the monitoring equipment, the Traffic Management Team will arrange to provide the Council and County Councillor Lewis with an update.

**Recommended:** That the outcome of the data analysis from the monitoring equipment be awaited.

**12. Request for Later Cut of Verges**

Council at its meeting on 13 May 2024 resolved to request the County Council to cuts all verges in the Council’s area in late summer or autumn (minute no. 208 refers). That request was granted by the County Council and accordingly, verges in the Council’s area were cut later in the summer to improve biodiversity to enhance wildflowers and pollinating insects. An exception to the late cut of some verges

was agreed by the County Council at junctions, certain bends or on busy roads, which were needed to be cut for driver and pedestrian safety. Residents were very supportive of the initiative, with one adverse comment received, although when it was explained to the resident that it was to improve biodiversity and not to cu \t costs, the resident was happy with that assurance. Given the success of the initiative in 2024, Council is requested to consider asking the County Council for the late cut of verges in 2025.

**Recommended:** That the County Council be requested to cut verges in the Council’s area later.

**13. Nomination of Community Council Representative to the Governing Body of Peniel School**

The Education Department has informed the Council of a vacancy for an additional Community Governor on the Governing Body of Ysgol Peniel. The Council nominated Mrs Helen Davies at its meeting on 1 March 2021 whose term of office ends on 28 February 2025. It is therefore necessary for the Council to consider nominating a representative. The Education Department has advised that the vacancy can only be filled through nomination from a Community Council, but the nominee does not need to be a community councillor. The appointment to the role will be made by the Governing Body.

Councillor Nia Bowen has expressed in being nominated to the role.

**Recommended:** That Councillor Nia Bowen be nominated to serve as a Community Council representative on the Governing Body of Ysgol Peniel.

**14. Work Programme**

It is proposed to introduce a Work Programme for Members to be aware of future agenda items and when decisions are required to be made during the life cycle of Council meetings and to improve future planning. The Work Programme will develop during the year and be subject to change as items are added to it. The Work Programme will be reported to each meeting for information purposes. Set out below is the Work Programme.

|  |  |
| --- | --- |
| **Date of Council** | **Work Programme Items** |
| All Dates | Standard Items Discussed Each Meeting* County Councillor’s Report
* Budget Monitoring
* Bills for Payment
* Applications for Financial Assistance
* Planning Applications
* Play Area
* Correspondence
* Reports of Meetings
 |
| May Annual Meeting | * Election of Chairperson
* Election of Vice-Chairperson
* Chairperson’s Report
* Annual Report
* Review of Training Plan
* Review of Asset Register
* Approval of Dates of Future Meetings
* Statement of Accounts
 |
| June | * Annual Return and Annual Governance Statement and Internal Auditor’s Report
* Christmas Planning
* Independent Remuneration Panel for Wales Annual Report
 |
| September  | * Standard Items of Business
 |
| November | * Completion of Audit
* Independent Remuneration Panel for Wales - Draft Annual Report
 |
| January | * To agree on a budget for the next financial year, review reserves and to decide on the Council’s precept
 |
| March | * Renewal of Council’s Insurance
* Request for Late Cut of Verges
 |

**Recommended:** That the introduction of a Work Programme be approved.

**15. Model Financial Regulations 2024**

The National Association of Local Councils has produced for One Voice Wales new Model Financial Regulations 2024 to be issued to Town and Community Councils in Wales to replace the 2019 version. The Model Financial Regulations which are appended, can be adapted to reflect the needs of the Council. Accordingly, amendments have been made to the Regulations to reflect local choice, particularly the Sections relating to Banking and Electronic Payments as the Council solely makes payment by cheque. The text in bold in the Financial Regulations indicates legal requirements and cannot be changed or suspended.

**Recommended:** (1)That the Council adopt the Model Financial Regulations 2024 as amended;

(2) that the Model Financial Regulations 2024 be published on the Council’s website.

**16. Risk Management Policy**

Risk is the chance or possibility of loss, damage, injury, or failure to achieve

objectives caused by an unwanted or uncertain action or event. Risk

management is a planned and systematic approach to the identification,

evaluation and control of those risks which can threaten the assets or financial

and organisational wellbeing of the Council.

The Council has a responsibility to manage risks effectively to control its

assets and liabilities, protect its employee and community against potential

losses, minimise uncertainty in achieving its goals and objectives and

maximise the opportunities to achieve its vision.

A draft Risk Management Policy is attached, and Council is requested to consider the Policy and adopt it.

**Recommended:** That the Risk Management Policy be adopted.

**17. Application for Financial Assistance**

The Council has received an application for funding from the following organisation:

**Cancer Information and Support Services** - An application for financial assistance has been received from Cancer Information and Support Services which is a charity established in 1994 South West Wales providing information, counselling and emotional support to cancer patients, their carers, families and friends. The charity supports people in Carmarthenshire and all donations received go directly to assisting cancer patients in the community and those close to them.

The Council has a budget of £1,000 in 2024-25 to support charitable organisations, with £600 yet to be committed.

**Recommended:** That the Council consider the request for funding.

**18. Community Litter Pick**

The 10th Great British Spring Clean will take place from 21 March - 6 April this year and Council is requested to consider holding its next Litter Pick during that fortnight.

**Recommended:** That the Council consider holding its next Litter Pick on either a Saturday morning or on a Friday evening to take advantage of longer daylight during the period of the Great British Spring Clean and identify a suitable date.

**19. Correspondence**

To receive correspondence from the following:

**Public Sector Network**

* January Newsletter

**One Voice Wales**

* Event at the Senedd
* Community Resilience Research Project
* National Awards 30 April 2025
* Carmarthenshire Area Committee – 22 January 2025
* Carmarthenshire Area Committee Draft Minutes
* Training Dates – February to March 2025
* Area Committee Survey
* Llais y Goedwig Networking Days
* Cost of Living Crisis Project Webinar
* A Guide to Unjumbling the Jargon: January 2025
* Annual General Meeting 11 March 2025
* Cost of Living Crisis Team News
* Digital Guidance

**Carmarthenshire County Council**

* Application for road closure B4310 Felingwm SA32 7JS
* Application for road closure B4310 Felingwm SA32 7JS
* Application for road closure B4310 Felingwm SA32 7JS
* Application for road closure C1250 Rhydargaeau, SA32 7AH
* Temporary Road Closure: U5551 Rhydargaeau SA32 7DW
* Temporary Road Closure: Brynbedw Road Rhydargaeau SA32 7DT
* Temporary Road Closure: U5551 Rhydargaeau SA32 7DW
* Temporary Road Closure – Pencerrig Road, Rhydargaeau SA32 7DR – 24 February 2025
* Temporary Road Closure – Pencerrig Road, Rhydargaeau SA32 7DR – 6 May 2025
* Temporary Road Closure – C1317 Llanllawddog SA32 7JQ
* Temporary Road Closure – U5558 Rhydargaeau SA32 7DT
* Temporary Road closure: B4301 Bronwydd SA33 6BG
* Town and Community Councils Updates
* Community and Town Councils Liaison Forum – 22 January 2025
* Public Rights of Way Team and Ramblers Cymru
* Ysgol Peniel Community Council Representative
* Streetsafe/Ask for Angela Posters
* LGBTQ+ Future Leaders programme
* Carers Priority Survey
* Have Your Say on the Future of Travel in Mid Wales
* UK Shared Prosperity Fund 2025/2026
* Community Cohesion Events

**Welsh Government**

* Consultation on Bathing Water Review 2025
* Future Generations Commissioner – Long-term Thinking Sessions
* Older People’s Commissioner – Strategy and Work Plan Consultation
* Welsh Government - Energy Saving Trust - Warm Homes Nest scheme: Annual Report 2023 to 2024
* Local Democracy and Boundary Commission Cymru - Electoral Review Programme 2025
* Aspiring Board Members Programme

**UK Parliament**

* Safety of Lithium-ion Batteries Campaign

**Royal Voluntary Service**

* Voluntary Drivers Recruitment

**Dyfed Powys Police**

* Police and Crime Commissioner - Police and Crime Plan 2025 – 2029

 **Mid and West Wales Fire and Rescue Service**

* Wholetime Firefighter Recruitment
* Register My Appliance Week
* Reshaping the Fire and Rescue Service
* Holy Smoke Training Exercise
* Major Incident Pre-planning Exercise
* Community Engagement Webinars
* Calon Tân in Brief January 2025

**Planning Aid Wales**

* Section 106 Obligations Training
* Latest Training
* Understanding the Planning System – Joint Event with Once Voice Wales
* Network Event

**Llais Cymru Health and Social Care**

* February 2025 Newsletter

**Urdd Gobaith Cymru**

* Email and Letter of Thanks Following Donation

**Repair Café Wales**

* Fix it Feb Campaign
* Five Year Strategy

**Urban Foundry**

* Sustainability and Power with Green Solar Innovation

**Carmarthen Town Council**

* St David’s Day Parade

**Carmarthenshire Local Places for Nature**

* Nature News January 2025
* Update

**South West Wales Regional Transport Plan**

* Briefing on new draft Regional Transport Plan ahead of public engagement

**Keep Wales Tidy**

* The Great British Spring Clean

**National Federation of Women’s Institutes**

* Neurodiversity Celebration Week

**Recommended:** (1)That the correspondence received be noted;

 (2) That Members indicate any One Voice Wales training modules they wish to attend for approval by Council.

**20. Planning Applications**

The Council has been consulted on the following planning application as a statutory consultee since the last meeting of the Community Council:

|  |  |  |  |
| --- | --- | --- | --- |
| **Application No.**  | **Proposal** | **Site Address** | **Application Type** |
| PL/08512 | Change of use of existing outbuilding to self-contained one bedroom studio-style holiday let comprising of small kitchen and wet room style bathroom | 2 Dan Y Dderwen, Rhydargaeau, SA32 7DQ | Full planning permission |

An objection to the application has been submitted to the Planning Department requesting its refusal as the application is a material change of use from a family home to a partial holiday let. Its proposed use as a holiday let would be removed from the previous use as a family residence.

Whilst the property is not part of the wider Cefn Farm development, which is also located on Dan y Dderwen and at Clos y Fedw, the Council considers the proposal would also not be in keeping with the original intention of the development, which was to provide a family home, thereby having an impact on the character of the area.

As many of the properties on the Cefn Farm development are large in scale the grant of this application will set a precedent and give rise to further applications for holiday lets. This again will alter the character and nature and original intention of the development which was to provide family homes.

The proposed development could give rise to noise nuisance and be intrusive to neighbours by people using the holiday let, albeit the holiday let is small in terms of scale. Additionally, the Council is concerned the impact the proposed development will have on parking at the property.

In addition, whilst Policy H3 in the existing Local Development Plan supports the conversion or subdivision of existing dwellings, there is no reference within this policy to the conversion or subdivision to a holiday let. The Council is of the opinion that the proposed development does not accord with Policy H3 of the Local Development Plan.

There have been no planning applications determined by Carmarthenshire County Council within the Council’s area since the last meeting of the Community Council.

**21. Reports of meetings**

The Council was represented at a meeting on 18 February 2025 to discuss Pylons and Wind Turbines convened by Llanfair Clydogau and Cellan Community Council. It was attended by Councillors Nia Bowen, Beth Gibbon and Havard Hughes and Andrew Rees.

The purpose of the meeting was to enable the views of the Community Councils affected along the route of the pylons and wind farm proposal to be shared with the intention of having one voice on behalf of the communities that are affected by Green GEN Cymru’s proposals. The meeting hosted by Llanfair Clydogau and Cellan Community Council was also attended by representatives of Llanfihangel ar Arth and Llandyfaelog Community Councils. All Community Councils attending shared the Council’s concerns which it had expressed to Green GEN Cymru in the initial consultation on the grounds that the pylons and overhead cables will detract and have a detrimental impact on the ecology, environment, economy and landscape of the communities affected. This was the overwhelming view of residents who were against the proposals submitted by Green GEN Cymru. Concern was expressed at the meeting at the pressure being put on landowners and farmers for access to their land by the developer and their land agents. The Community Councils attending shared the Council’s preference for the cabling to be put underground as a less harmful solution to the environment. Concern was expressed at the meeting at the large road infrastructure required to construct the wind farm and sub-station and for the erection of the wind turbines.

The conclusion of the meeting was that there is a need for knowledge sharing and a co-ordinated response by working together as one group and having one voice representing the communities affected by the proposals by Green GEN Cymru. A further meeting of the Group will be convened by Llanfair Clydogau and Cellan Community Council in 1 month to 6 weeks.

The Council was also represented at the following events:

* Community and Town Councils Liaison Forum – 22 January 2025 – Represented by Andrew Rees
* One Voice Wales Carmarthenshire Area Committee – 22 January 2025 – Represented by Andrew Rees

**Andrew Rees, Clerk to Llanllawddog Community Council**