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LLANELLI RURAL COUNCIL

Minute Nos: 143 – 166

At a **COUNCIL** Meeting of the Llanelli Rural Council hosted at the Council Chamber, Vauxhall Buildings, Vauxhall, Llanelli, and via remote attendance on Wednesday, 21 April, 2021 at 2.00 p.m.

Present: Cllr. S. L. Davies (Chairman)

Cllrs.

T. Devichand	S. N. Lewis
S. M. Donoghue	A.G.Morgan
T.M. Donoghue	J.S. Phillips
H. J. Evans	A.J. Rogers
J. P. Hart	W.V.Thomas

Absent: J. S. Randall.

143. CHAIRMAN'S ANNOUNCEMENT

The Chairman referred to the recent demise of former councillor Mr Michael Llewellyn Evans and Prince Philip, Duke of Edinburgh and as a mark of respect members and officers stood in silent tribute.

144. MEETING HOST

To assist the Chairman in facilitating the general meeting arrangements and because the Chairman was participating remotely, it was

RESOLVED that Cllr. H. J. Evans be appointed as a meeting host at Vauxhall Buildings to help alert the Chairman as to when members wished to speak.

145. APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllrs. S. M. Caiach, M. V. Davies, P. M. Edwards, T. J. Jones, C. A. Rees and I. G. Wooldridge.

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146. MEMBERS' DECLARATIONS OF INTEREST

The following members declared an interest in the following matters:

<i>Minute No.</i>	<i>Councillor</i>	<i>Interest</i>
149	S. L. Davies	Personal interest – responded to the planning application in her capacity as a county councillor.
PL/01619		
151(1)	S. L. Davies	Personal interest – member, Dafen Welfare Management Committee.
151(2)	S. L. Davies	Personal and prejudicial interest – member, Dafen Welfare Management Committee.
152	S. L. Davies	Personal interest – she knew one of the representatives serving on the organisation as well as being a member of the Llwynhendy and Pemberton Forum.
156	S. L. Davies	Personal interest – involvement with the project in her capacity as a county councillor and being a member of the Llwynhendy and Pemberton Forum.
151(1)	T. Devichand	Personal interest – Chairman, Dafen Welfare Management Committee.
151(2)	T. Devichand	Personal and prejudicial interest – Chairman, Dafen Welfare Management Committee.
152	T. Devichand	Personal interest – member of the Llwynhendy and Pemberton Forum.
156	T. Devichand	Personal interest – member of the Llwynhendy and Pemberton Forum.
152	J. P. Hart	Personal interest - member of the Llwynhendy and Pemberton Forum.
156	J. P. Hart	Personal interest – member of the Llwynhendy and Pemberton Forum.
151(1)	S. N. Lewis	Personal interest – member, Dafen Welfare Management Committee
151(2)	S. N. Lewis	Personal and prejudicial interest – member, Dafen Welfare Management Committee and an employee of Dafen Cricket Club.
151(1)	A. J. Rogers	Personal interest – member, Dafen Welfare Management Committee.
151(2)	A. J. Rogers	Personal and prejudicial interest – member, Dafen Welfare Management Committee.

147. CONFIRMATION OF MINUTES

RESOLVED that the following minutes (copies of which had been previously circulated to members) be confirmed and signed as a true record of proceedings:

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**148. SWISS VALLEY RESERVOIR
(1) CLUBMATE**

The Chairman welcomed Mr Kevin Hurst, Sales Executive, Clubmate to the meeting to discuss the fishery-management software package proposed for use at Swiss Valley Reservoir. The software was primarily designed to regulate angling membership through the issuing of permits based on a range of set fees but it was also capable of being further adapted to cater for the management and control of paddle sports activities if desired.

Mr Hurst thanked members for the opportunity to attend the meeting and proceeded to provide details of the Clubmate system. The original intention was to deliver a remote demonstration of the software but this was not feasible owing to connectivity problems.

Mr Hurst explained the fully automated membership process made it quick and convenient for people to join clubs and then fish. The Clubmate member database would enable the council to manage the entire organisation of angling opportunities at the reservoir safely and securely from one place. All the member data was safely stored in the cloud so users could access it from anywhere.

Mr Hurst explained that the membership process made it convenient for someone to join and there was a 24/7 online sign-up option for instant membership which could enable members to sign up and pay from anywhere at any time. The product could facilitate online payments without the need to handle cash and was accessible on mobile phones via an app. Electronic payments were facilitated via Stripe, which was a competitor to PayPal. Clients enjoyed cheaper handling fees per transaction using Stripe. The Clubmate software offered a useful feature to control or limit the number of members if desired and it could create a waiting list, this facilitated control of the number of people fishing at the reservoir at any given time. Personnel checking the daily diary could also quickly perform checks on eligibility to fish at the reservoir bankside. The diary controlled requests to fish via an appointments system. All the information could be accessed by anyone assigned administer rights and using a mobile phone. The database would update automatically whenever a member joined or renewed online.

Clubmate could be tailored to suit the council and could operate day licences for kayaking or day fishing passes if this was a requirement. Mr Hurst then answered questions posed by members about the software following which the Chairman thanked Mr Hurst for attending the meeting and prior to him withdrawing from the meeting; he confirmed he would send the Clerk an email link to a recorded demo of the software for further consideration by members.

Following discussion, it was

RESOLVED that the principle of procuring the Clubmate software package be confirmed subject to members having had the opportunity of watching the demo of the software and being satisfied with its functionality.

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(2) UPDATE REPORT

Members received the update report from the Technical and Burial Services Manager on information on the strategy and delivery model for the provision of angling and water sports at Swiss Valley Reservoir. The report addressed a number of key actions.

To operate the various water and shore based activities safely and effectively, the council would need to undertake a range of risk assessments and develop appropriate strategies resulting in the formulation of new policies and procedures. As officers were not experts in risk assessing water based activities, the council would need to seek out professional support and advice. This was especially important when considering safety for water sports activities. The proposal was a similar approach to the council's existing strategy whereby professionals were engaged to undertake fire and water quality risk assessments for the council offices and community facilities.

Members were informed that officers were in discussions with two organisations: Water Skills Academy and Canoe Wales, to procure assistance in developing a water safety management plan. Furthermore, the range of duties and personal skill set requirement for the Ranger appointment would largely be dictated by the outcomes of the water safety management plan and the council's chosen delivery model for activities at the facility.

Interim control measures were required to manage the existing activities that would allow limited, controlled access to water sport activities. As the weather and the facilities improve, and as a result of positive social media posts visitor numbers were increasing and interest in participating in water sports was also increasing.

The angling and water sports provisions would need to be managed via a booking system. The procurement of a booking system had been addressed (Minute No. 148(1) refers).

To justify charging for angling, the reservoir would require re-stocking of specimen fish (Carp). At the request of the local angling representatives, some predatory fish such as Pike could be introduced to reduce the large number of shoal fish. However, caution was required to strike a balance in the offering so that casual anglers would also have an opportunity of catching common course fish so the reservoir would not become the reserve of specimen carp anglers.

Selection of a certified stockist would be required who would provide advice on the appropriate type, size, and quantity of fish to be considered. The stockist must be suitably approved in the UK by FHI (The Fish Health Inspectorate) and/or CEFAS (The Centre for Environment, Fisheries and Aquaculture Science).

Rules and regulations would need to be formulated to manage angling and water sports, as well as general access to the environs around the reservoir. A draft set of angling rules along with a table of fees was circulated with the report.

Appropriate enforcement strategies and policies would need to be considered to ensure that the council's actions were deemed reasonable, lawful and proportionate when faced with antisocial behaviour and or in dealing with unauthorised access and activities. Investigation

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on the extent of support from local police; the possible use of body cameras to be worn by the Ranger; the provision of CCTV and such like were subject to further research.

In reference to the key actions required, the following matters needed to be addressed:

- Initial site risk assessment;
- Access to water for professional groups;
- Procurement of a water safety management plan;
- Water sports activity policy;
- Angling policy;
- Re-stocking programme: selection of fish stockist;
- Online booking platform for angling and water sports (addressed in principle);
- Environmental policy;
- Ranger appointment;
- Engagement of volunteers: use of Tempo time credits;
- Enforcement policy;
- Parking and general access policy;
- Branding: Cwm Lliedi/Swiss Valley Reservoir; and
- Online presence and links to the council website and social media channels.

Following discussion, during which members thanked the Technical and Burial Services Manager for the thorough research and work performed thus far, it was

RESOLVED that:

1. Officers be authorised to procure the services of a suitably qualified specialist to produce a water safety management plan.
2. The draft angling rules appended to the report along with the table of fees be approved but a review of the rules and fees be performed within twelve months of first inception.
3. The angling provision at the reservoir be developed for all abilities and not just specimen anglers.
4. Officers be authorised to select a coarse fish stockist, keeping this as local as possible. Re-stocking of the reservoir would have cost implications and these costs would need to be approved at a future meeting.
5. Further research and investigation be authorised to assess whether it would best serve the council's interests to appoint a sole provider (under licence) to deliver water sports activities at the reservoir; and facilitating access for other visiting group providers and the organised volunteer sector.
6. The Llannon Road car park be re-opened.

**149. PLANNING MATTERS
(1) PLANNING APPLICATIONS
TOWN AND COUNTRY
GENERAL DEVELOPMENT PROCEDURE ORDER 1995**

Consideration having been given to planning applications received, it was

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RESOLVED as follows:-

Application No.	Location	Development
PL/01499	Mr A Ross 54 Gelli Road Llanelli	Ground floor rear extension with inclusion of two glazed roof lanterns. Ground and first floor side extension with associated alternations to front façade including replacement of existing casement windows, relocation of front entrance door and inclusion of two roof lights to side elevation.

Recommendation – no objection provided:

1. There was no detrimental impact on the original character of the dwelling when combining the proposed extensions with the existing extension in terms of scale, massing and design.
2. The proposed extension being subordinate in scale and massing to the original dwelling.
3. The development proposal was not regarded as an incongruous form of development when compared to neighbouring dwellings.
4. There was no detrimental impact on the amenity and privacy of neighbouring dwellings.

PL/01551	Mr E Mansel-Lewis Stradey Castle Cwmbach Road Llanelli	Listed building consent was required for replacing slate roof coverings and leadwork, and rainwater downpipes. Repairs to high level stonework.
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Recommendation – no objection.

PL/01556	Mr F Mazzeo 43 Heol Hen Five Roads Llanelli	Proposed first floor balcony to principal elevation.
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Recommendation – no objection provided there was no detrimental impact on the amenity and privacy of neighbouring dwellings.

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Application No.	Location	Development
<i>Cllr. S. L. Davies declared a personal interest in application number PL/01619 below because she had responded to the application in her capacity as a county councillor.</i>		
PL/01619	Iris Services Development UK Ltd T Mobile 92917 Telecommunication Mast Works Trostre Llanelli	The removal of the existing 20m high mast and the erection of a new replacement mast, 25m high, along with ancillary development thereto.

Recommendation – no objection.

(2) PLANNING APPLICATIONS DETERMINED UNDER THE CLERK'S DELEGATED POWERS

Members were informed that the Clerk had dealt with the following planning applications under the scheme of delegated powers and which had been determined following council wide consultation with members.

Application No.	Location	Development
The following applications had been determined under the Clerk's delegated powers from 25 March, 2021 to 14 April, 2021.		
PL/01436	Mr M Jones Tydu Farm Felinfoel	New agricultural shed and workshop extension to existing shed.
Recommendation – no objection.		
PL/01459	Mrs J Lloyd 32 Trallwm Road Llanelli	Removal of the existing flat roof to the single storey rear extension and replacing with a tile finished pitched roof.

Recommendation – no objection.

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Application No.	Location	Development
PL/01473	Ms M Edwards 39 Oaklands Llanelli	Single storey side extension and ramped access.
Recommendation – no objection.		
PL/01560	Mr M Dickeson Plot Adj. to 3 Clos Felin Llanelli	New house.
Recommendation – no objection provided:		
1. The development proposal was not regarded as an incongruous form of development in comparison to existing dwellings in the immediate street scene in terms of general scale, massing and design.		
2. There was no detrimental impact on the amenity and privacy of neighbouring dwellings.		
PL/01574	Mr L Williams 40 Fronhaul Llanelli	Proposed single storey rear extension and garage conversion.
Recommendation – no objection provided there was no detrimental impact on the amenity and privacy of neighbouring dwellings.		
PL/01596	Ms E Hunt Castlebrooke Investments Ltd Plot 16 Pemberton Retail Park Llanelli	Discharge of Condition No. 13 of planning permission S/39243 (landscaping proposals).
Recommendation – no objection.		
PL/01605	Mr D Ellis 65 Hill Top Swiss Valley Llanelli	Proposed single storey rear extension. Replace existing pitched roof and garage flat roof with trussed rafters.
Recommendation – no objection.		

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Application No.	Location	Development
PL/01611	Mrs R Eynon 19 Hill Top Swiss Valley Llanelli	Proposed single storey side and rear extension and garage.

Recommendation – no objection.

150. ANNUAL MEETING - 11 MAY 2021

Further to Minute Nos. 3 and 4, the Clerk informed members that the annual meeting would be held on Tuesday, 11 May, 2021 at 6.00 pm. Furthermore, the council's timetable of meetings and committee meetings would revert to the normal traditional time slots with the advent of the annual meeting.

There then followed a general discussion about the annual meeting arrangements and all ancillary matters connected to the event, being mindful that Covid-19 lockdown restrictions were still in place, with little prospect of the restrictions being eased sufficiently to deliver the meeting in its usual format. A change to the Chairman elect's consort was also discussed, and it was

RESOLVED that:

1. The convening of the annual meeting shall be facilitated as a hybrid meeting whereby members could participate remotely from any location or in person at Vauxhall Buildings, Llanelli. The number of persons permitted to attend at the council chamber would be limited to comply with the council's workplace risk assessment.
2. The annual meeting shall proceed with no adjournment to accommodate the normal post meeting hospitality. Instead, such hospitality shall be postponed and offered to civic dignitaries and special guests invited to participate in the Chairman's civic service to be held later in the year, provided the lockdown restrictions had sufficiently eased by then for the hospitality industry to deliver a service to the council.
3. The declarations of acceptance of office and the adornment of the chains of office would be facilitated at the council chamber for the Chairman elect and remotely for the Vice Chairman elect. If desired, the consorts' chains of office may be adorned upon the incumbents at some other time convenient to them and the council.
4. All other ceremonial activities associated with the investiture of the Chairman elect and Vice Chairman elect shall be postponed to the civic service event in order to observe public health and social distancing requirements.
5. The Chairman elect's consort be confirmed as Cllr. S. M. Donoghue for the ensuing municipal year.
6. For the avoidance of doubt it be re-affirmed that the Vice Chairman elect's consort shall be Mr R. Thorne for the ensuing municipal year.

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**151. DAFEN PARK
(1) PROVISION OF ASTROTURF FACILITIES**

Cllrs. S. L. Davies, T. Devichand, S. N. Lewis and A. J. Rogers declared a personal interest in the following item as they were members, Dafen Welfare Management Committee.

Further to Minute No. 83, members considered a progress report from the Technical and Burial Services Manager along with a recommended solution to deliver the project.

Members were informed that officers had now undertaken all the necessary research and action points emanating from the council meeting held on 27 January, 2021. It had come to light that Carmarthenshire County Council's Education Department was developing a new 3G sports facility at Bryngwyn School, Dafen, Llanelli. Upon receiving this information, officers made further enquiries with national sports funding bodies to establish if the council could apply for grant funding for a full size Astro turf facility if the Globe Row site in Dafen was ultimately selected in preference to using the site at Dafen Park. The indication received was that it would be extremely unlikely that grant funding would be available to develop a competing facility in such close proximity.

A further enquiry was made to St. John Lloyd School to garner more information about how its facility would be used by the community. Officers learned the facility would be made available for public hire and although it was primarily designed as a hockey hub, the surface was suitable for junior rugby and football activities.

The Technical and Burial Services Manager revealed that all the while he had been further investigating options for alternative artificial sporting surfaces, which did not rely on sand or rubber-crumb infill materials to maintain pitch integrity. The industry was gradually moving away from this type of surface because of environmental concerns and for general health and safety reasons. Pleasingly he had discovered a new product on the market that did not use these infill materials.

Following this discovery, officers then met with local members and representatives from Dafen AFC to discuss the opportunity to use a non-fill sports material. Samples of the material were obtained from the supplier, a company called Nomow Ltd, for its Stadia artificial sports surface product. Subsequent to the meeting, a sample of the material was also provided to the football club, following which the club expressed its support for the procurement of the product and provided information on its preferred line marking design.

The selection of non-filled sports surface material offered substantial cost benefits to the council, as well as completely resolving the issue of not polluting the adjacent watercourse. Maintenance machinery to clean and replenish infill materials would not be required which would have a positive impact on the final scheme design resulting in the removal of the proposed enlarged access ramp, landing area and gates. This would free up space to deliver a larger playing surface based upon the original pitch footprint.

Members were informed that following further communication with a representative of Nomow Ltd, a significant cost saving opportunity had presented itself whereby the council could take advantage of a bulk purchase order negotiated by the company with the product

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manufacturer for other committed contract orders. This represented a reduction of £11,327 on the £67,197 original price. In view of the local support to pursue this product and following consultation an order for the material was placed with the supplier, notwithstanding the ongoing considerations relating to the environs and general aesthetics of the facility.

Further meetings were held with various local contractors and Griffiths Architects to discuss amending the general scheme design. Revised cost estimates have since been received, which when combined with the saving on the procurement of the sports surface reveal that it was now possible to deliver the project in line with the £113,860 earmarked budget. However, it was unlikely the funding would stretch to replace the existing floodlight provision. This would cost in the region of £20,000 based on the prices submitted with the tenders for the previous design. As an alternative, the existing lighting stanchions could be refurbished and upgraded with LED lamp units.

Members fully welcomed and endorsed the research and work undertaken by The Technical and Burial Services Manager, and it was

RESOLVED that the following action be approved to deliver the scheme as soon as possible:

1. Renovate the existing access ramp, resurface as required and install a new safety rail.
2. Replace the existing perimeter fencing including two new pedestrian gates.
3. Remove the spectator barrier from the design.
4. Retain the existing lighting stanchions and replace with LED lamps.
5. Strip down the dilapidated retaining wall cladding and refurbish with a concrete block construction.
6. Repair car park surface as required.
7. The order placed using delegated powers with Nomow Ltd, Hallstead Business Park, Buxton, SK17 8BJ in the sum of £55,870 to supply and install the Stadia artificial sports surface be retrospectively endorsed.

Cllrs. S. M. Donoghue and T.M. Donoghue joined the meeting.

(2) DAFEN CRICKET CLUB

Cllrs. S. L. Davies, T. Devichand and A. J. Rogers declared a personal and prejudicial interest in the following item because they were members of Dafen Welfare Management Committee and left the meeting before discussion commenced. Cllr. S. N. Lewis declared a personal and prejudicial interest in the following item because she was a member of Dafen Welfare Management Committee and because she was an employee of Dafen Cricket Club and left the meeting before discussion commenced. Cllr H. J. Evans chaired the item.

Members considered email correspondence from the Secretary, Dafen Cricket Club requesting permission from the council for the cricket club to enter into a shared maintenance arrangement with the council for the upkeep of the cricket outfield at Dafen Park.

The writer opined the cricket club could call upon some of its members to cut the outfield as they were certified to operate mowers and the like as they were employees of

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Carmarthenshire County Council and used this equipment on a daily basis. The club also held public liability insurance. The club did not wish the council to cease its grounds maintenance activities rather it wished to work alongside and in unison with the council's grounds maintenance team.

During discussion, members felt that only one body should be solely responsible for undertaking the maintenance of the outfield much in the same way as the cricket club was solely responsible for maintaining the wicket, otherwise the shared arrangement could lead to operational difficulties and general confusion as to who did what and when, and it was

RESOLVED that the request received from Dafen Cricket Club be declined.

Cllrs. S. L. Davies, T. Devichand, S. N. Lewis and A. J Rogers re-joined the meeting and Cllr. S. L. Davies resumed the role of chairing the meeting.

152. FINANCIAL ASSISTANCE

Cllrs. S. L. Davies declared a personal interest in the following item because she knew one of the representatives serving on the organisation and because she was a member of the Llwynhendy and Pemberton Forum. Cllrs T. Devichand and J.P. Hart also declared personal interests being members of the Llwynhendy and Pemberton Forum.

Members considered a request for financial assistance received from Incredible Edible Carmarthenshire CIC, and it was

RESOLVED that a contribution of £50.00 be made.

**153. ONE VOICE WALES
MEMBERSHIP 2021 – 2022**

Members received general correspondence from the Chief Executive, One Voice Wales inviting the council to consider membership of One Voice Wales, and it was

RESOLVED that the information be noted.

154. SECTION 106 PAYMENTS

Members considered correspondence received from the Forward Planning Manager, Carmarthenshire County Council advising of changes for dealing with enquiries and the processing of community applications for the use of Section 106 monies. Henceforth the county council's Regeneration and Community Bureau would assume responsibility for this. Over the next few weeks, details of Section 106 monies allocated across the county council's electoral wards would be disseminated for information to all community stakeholders including the council. The writer clarified that the Forward Planning Section would continue

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to advise on Section 106 balances and matters of compliance. Moving forward it was requested that any enquiries on Section 106 balances were directed in the first instance to the county council's Democratic Services Unit.

RESOLVED that the information be noted.

**155. MEMBERS' CODE OF CONDUCT
(1) TRAINING**

Members received a letter from the Deputy Monitoring Officer, Carmarthenshire County Council, explaining that the Code of Conduct training events planned for 2020 had been cancelled due to the Coronavirus pandemic. However, Carmarthenshire County Council's Standards Committee was keen to hold an event in 2021, if possible. The plan was to deliver an online event probably in June or July utilising Microsoft Teams or Zoom. The committee was therefore seeking the council's view as to whether members would be interested in attending an online event and whether there was a preference for holding it during the day or evening.

During the discussion, the Clerk referred to the two casual vacancies in the Pemberton Ward and that it would be beneficial for the new councillors once elected on to the council following the by-election on 6 May to attend the online event, along with any other members that would like to receive refresher training. Members concurred, and it was

RESOLVED that the Deputy Monitoring Officer be informed of the council's in principle support for convening an online training event on the Code of Conduct but had no preference as to when during the day the event should be held.

(2) CODE OF CONDUCT DATA

Members received a letter from the Chair, Carmarthenshire County Council Standards Committee requesting the council's Code of Conduct data in connection with member declarations of interests recorded by the council for the period 1 April 2020 to 31 March 2021. Confirmation was also sought as to whether members and or the Clerk had received any training on the Code over the same period and further to this whether any members had not received training since 1 April 2017.

The Clerk reminded members that the council hosted a bespoke training session on the Code for all members following the May 2017 ordinary elections. The Deputy Monitoring Officer delivered the training and it was

RESOLVED that the Clerk be authorised to respond to the Chair, Carmarthenshire County Council Standards Committee by supplying the required information.

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**156. DWYFOR GROWING SPACES
SEALING OF DOCUMENTS**

Cllr. S. L. Davies declared a personal interest in the following item given her personal involvement in the project in her capacity as a county councillor and because of her role as a member of the Llwynhendy and Pemberton Forum. Cllrs. T. Devichand and J. P. Hart declared a personal interest in the item because of their role as members of the Llwynhendy and Pemberton Forum.

Further to Minute No. 137, correspondence was received from Evans Powell & Co Solicitors, enclosing the engrossment lease for execution by the council, and it was

RESOLVED that the Clerk and Chairman be authorised to sign and affix the council's Seal to the Dwyfor Growing Spaces Lease.

**157. INDEPENDENT REMUNERATION PANEL FOR WALES REVIEW
OF THE REMUNERATION FRAMEWORK FOR THE COMMUNITY
AND TOWN COUNCIL SECTOR**

Members received correspondence from the Independent Remuneration Panel for Wales (IRPW) Secretariat, Welsh Government, informing of details for the council to participate in one of the evidence sessions the Panel had arranged to support its review of the remuneration framework for the community and town council sector, and it was

RESOLVED that the Clerk together with the Leader and Deputy Leader of Council be nominated to remotely participate in the session event planned for 10.00 am on 10 May, 2021, and that their contact email addresses be forwarded to the IRPW Secretariat in order for invitations to be circulated to participate via Microsoft Teams.

158. LOCAL GOVERNMENT AND ELECTIONS (WALES) ACT 2021

Further to Minute No. 132, members received correspondence from the Minister for Housing and Local Government, Welsh Government confirming the Local Government and Elections (Wales) Act 2021 (Commencement No. 3 and Transitional Provision) Order 2021, had been made.

The commencement order brought into force, to the extent not already commenced, sections 47 and 49 of, and Schedule 4 to, the 2021 Act.

From the 1 May, 2021, local authorities would be required to make arrangements to ensure their meetings were capable of being held remotely. In addition, changes must be made to the way in which documents were accessed and summonses were sent.

One of the duties was to produce and publish meeting notes of council and committee meetings on the council website within 7 days of meetings taking place. This new duty necessitated changes being made to the council's website.

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The Clerk informed members that the Local Authorities (Executive Arrangements) (Decisions, Documents and Meetings) (Wales) (Amendment) Regulations 2001 also referred to in the correspondence did not apply to the community council sector.

Following discussion, it was

RESOLVED that the correspondence be noted and that the necessary changes be made to the council website to meet the duty of publishing meeting notes from 1 May, 2021.

159. PUBLIC BODIES (ADMISSION TO MEETINGS) ACT, 1960

RESOLVED that in view of the confidential nature of the business to be transacted, the following matters be considered in private and that the power of exclusion of the public under Section 1(2) of the Public Bodies (Admission to Meetings Act, 1960) be exercised.

**160. PLANNING MATTERS
TOWN AND COUNTRY PLANNING ACT 1990 – THE
DEVELOPMENT OF NATIONAL SIGNIFICANCE (WALES)
REGULATIONS 2016 – LAND AT BLAENHIRAETH FARM,
LLANGENNECH, LLANELLI**

Further to Minute No. 136, correspondence was received from Burges Salmon Solicitors, enclosing a completed Unilateral Undertaking Agreement in relation to community benefits payable to the three community council areas affected by the scheme. The agreement was given by the signed parties, and made with Carmarthenshire County Council. However, the county council had since indicated to the three councils it was not involved in the drafting of the agreement. Furthermore, it had no role to play in the subsequent administration of the community benefit payments provided for in the said agreement.

The Clerk then provided an update on progress with previously identified matters (to which Minute No. 136 refers), stating that a joint meeting had been convened with the Clerks to Llannon and Llangennech Community Councils. Following on from this, the Clerk had drafted a joint email communication that was subsequently issued by all three councils to the solicitors. The communication challenged how the signed parties had given the agreement. Moreover, it sought an explanation as to whether the community benefit quantum was deemed appropriate and whether it accorded with the national planning policy framework and in particular Future Wales (Policy 17 and 18 – renewable energy) and Planning Policy Wales (edition 11). A similar communication had been issued to The Planning Inspectorate seeking its opinion on these matters, and whether it held the view that the agreement also accorded with the sustainable development principles set out in the Well-being of Future Generations (Wales) Act 2015.

Members thanked the Clerk for the co-ordination work, and it was

RESOLVED that the information be noted and to await further developments.

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**161. PROVISION OF FOOTWAY LIGHTING
(1) PWLL BACH LANE/UPPER GLOBE ROW**

Cllr. A. J. Rogers informed members that he had received a request from a local resident whether up to six footway lighting columns could be installed at Pwll Bach Lane/Upper Globe Row. The lane was narrow with no pavements and despite it being unadopted by the Highway Authority at Carmarthenshire County Council; it encountered a consistent number of traffic movements on a daily basis including pedestrians using it to access other parts of Dafen by linking up with the surrounding footpath network. Installing lights outside the small number of properties would improve general access to the properties during the evenings and winter months as well as enhancing highway safety along the populated parts of the lane.

The Clerk informed members that erecting the lights on the lane itself was not feasible because of its narrow width. However, and subject to local agreement being reached with the Highway Authority, by it entering into an arrangement with the local residents to erect the lights on privately owned land within their property boundaries, the request could be accommodated subject to the necessary permission being obtained along with a cost appraisal for the works. Moreover, no money was available in the current budget so depending on how much the scheme costs, it might need to be earmarked for the next financial year starting on 1 April, 2022.

Following discussion, it was

RESOLVED that the request be supported in principle provided the local Highway Authority was prepared to erect the lights on the residents' privately owned land and subject to costs being obtained for further consideration by the council.

(2) CLOS Y GELLI PLAY AREA, PEMBERTON

Cllr. S. L. Davies informed members that she had received a request from a local resident whether a single footway lighting column could be erected on the walkway next to the play area at Clos Y Gelli, Pemberton as the area was poorly lit but was used on a daily basis to link the estate to the adjacent footpath network.

The Clerk informed members no money was available in the current budget, so depending on the installation cost, the request might need to be earmarked for the next financial year commencing on 1 April, 2022.

Following discussion, it was

RESOLVED that the request be supported in principle subject to costs being obtained for further consideration by the council.

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**162. FINANCIAL SUMMARY REPORTS
(1) FURNACE COMMUNITY HALL
(2) SARON COMMUNITY HALL**

Members considered financial summary reports (Statement of Accounts) respectively received from the above hall management committees.

RESOLVED that the annual grant of £400 be made to Furnace Community Hall regarding the years ending 31 December, 2018 and 2019 and Saron Community Hall regarding the year ending 31 December, 2020.

163. CASUAL VACANCY – PEMBERTON WARD

The Clerk informed members of another casual vacancy for the Pemberton Ward of the council brought about by F.Akhtar's non-attendance at meetings. This latest vacancy would be managed separately to the filling of the two other casual vacancies in the electoral ward and for which a by-election was being held and combined with the Senedd Cymru elections on 6 May 2021.

The Clerk confirmed now that the matter had been formally reported to council, the casual vacancy would be notified to the Elections Office at Carmarthenshire County Council, for arrangements to be made to advertise the vacancy.

Following discussion, it was

RESOLVED that the information be noted.

**164. TRAINING DEPARTMENT
WORK BASED LEARNING AGREEMENT
1 APRIL 2021 – 31 MARCH 2022**

Members considered correspondence received from the Principal and Chief Executive Officer, Neath Port Talbot College regarding the existing Work Based Learning Agreement – WBL4 (1 April 2015 – 31 March 2019). The college had received a Traineeship Programme Commission for the 2021/22 contract year, which extended the existing agreement up to and including 31 March 2022. The provisions of the existing agreement would continue to apply throughout the extended period.

RESOLVED that the information be noted.

165. STAFFING MATTERS

Members considered the report of the Clerk informing of staffing matters.

21 April, 2021

RESOLVED that the report referenced 4:2021 be accepted but item 1.2 of the report was to be considered as an adjunct to the substantive staff restructure report set out in Minute No. 166 below.

166. STAFF RESTRUCTURE

Members considered the Clerk's staff re-structure report along with the matter contained in item 1.2 of the general staffing matters report referred to in Minute No.165 above, and recognising that time was of the essence it was

RESOLVED that:

1. The report shall be referred to a specially convened meeting of the Policy and Resources Sub - Committee to be held on Wednesday, 28 April, 2021 at 2.00pm, for it to subsequently make a recommendation on the proposals to the next ordinary council meeting to be held on 11 May, 2021.
2. The following cross party members be appointed to serve on the sub - committee namely: Cllrs S. L. Davies (Chairman of Council); T. Devichand (Leader of Council); S. M. Donoghue (Committee Chairman); A. G. Morgan and J. S. Phillips.

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The Meeting concluded at 4.50 p.m.

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The afore-mentioned Minutes were declared to be a true record of the proceedings and signed by the Chairman presiding thereat and were, on 11 May, 2021 adopted by the Council.