

LLANGAIN COMMUNITY COUNCIL

Minutes of the meeting held on Wednesday 19th November 2025.

- 1. Present:** Cllrs C Atkins (Chair), H Williams, J Starzewski, W James (Cllr Roberts sent detailed notes addressing some agenda items)
- 2. Apologies:** Cllrs D Roberts, T Griffiths, J Jones, County Cllr Carys Jones
- 3. Minutes:** Proposed as correct by Cllr H Williams and seconded by Cllr J Starzewski
- 4. Matters Arising (not covered in separate agenda items)**

2967 – The “slippery road” sign under the vehicle activated speed sign by Capel Smyrna has now been turned around.

2968 – Cllr Atkins believes the thumb locks that were vandalised on the two noticeboards require a more durable fix. Cllr James suggested using SikaFix.

2971 – Correspondence from July meeting – Email from Mary Tapp-Jones regarding street lighting behind numbers 16-18 Maesyrawel – County Cllr Jones has received a response from Carmarthenshire County Council as follows:

“the Council won't consider installing an additional street light in this position. There is no street-metered power supply close by – they would have to bring a supply round the back from the side road which would be expensive. Arwel Price, Public Lighting Engineer suggests that Mrs. Tapp-Jones attach a battery or solar "intruder light" to the rear of her property which are inexpensive and would only come on when it was needed. Attaching a light to the wooden fence would not be too laborious.”

Cllr James asked the Clerk to pursue the matter of what is considered ‘adequate’ as this was Mrs Tapp Jones was told by her Housing Officer before she contacted the Community Council.

2972 – Cllr Roberts sent a link to the Clerk to Elan City, a company that supply the ‘slow down’ signs as used in Saundersfoot. Each sign would be approximately £2,500 plus VAT, which includes the sign and the solar charging panel. Each sign would need to be fitted to an appropriate post, which they company advised would need to be erected by Carmarthenshire County Council. The Clerk will contact the County Council to find out if they are able to help with the cost of the signs and/or the supply and fitting of the posts.

2973 – The Council would like to record formal thanks to Mr Shane O’Neil, from Church House Farm Getaways for the removal and disposal of the tower from the play park.

2975 – The HR sub-committee comprising Cllrs Starzewski, Griffiths and Atkins – Cllr Roberts (from notes) expressed his disappointment that this sub-committee had yet to have its first meeting and suggested that any Councillors who had neither the time or support for the committee should step down. Cllr Griffiths was not present but Cllr Atkins suggested the three Councillors arrange a meeting between them, to take place next week (commencing 24th November). They will discuss the draft terms of reference prepared by Cllr Starzewski.

Cllr Starzewski reported, on behalf of Cllr Roberts that we are “exposed to a serious breach of good practice by not having an HR committee or policy”.

5. Correspondence

- Society of Local Council Clerks – The Clerk Magazine
- Clerks & Councils Direct magazine
- Donation request from Carmarthen & District Youth Opera
- Temporary Obstruction Notice on U2142 (Church Road)
- Carmarthenshire County Council Toy Box Appeal donation request
- Email from Mr Richard Leggett re extinguishment notice request for footpath 25/11

Cllr Roberts (from notes) is now aware of the specific of this footpath but supports the general principle of keeping all public footpaths open and accessible to all. Cllr Williams responded that this particular footpath may well be suitable for closure but it was agreed that we wait to see whether the application for closure meets the County Council requirements, at which point it would go out for public consultation and that would be the point at which the Community Council could contribute an opinion.

- Other items of correspondence sent to Councillors since the last meeting, for information.

6. Planning Applications

None

7. Finance/Approval of Payments

2979 – The following payments were approved:-

Susan Holmes	£ 942.37	Clerk salary Sept/October
Wayne James	£ 4.29	Hazard tape
John Starzewski	£ 25.00	Identity check with UTK
Zurich Municipal	£ 339.00	Insurance
Royal British Legion	£ 30.00	Poppy wreath
Carmarthenshire County Council	£ 100.00	Toybox appeal

8. Finance/Budget Monitoring

2980 – The Clerk reported that the 2024/25 Audit was submitted in good time to Audit Wales but it was somehow misplaced by them. Upon receiving a notice of late submission, the Clerk provided evidence of postage and Audit Wales eventually found them in a cupboard. They have said they will conduct the audit in due course but with no indication of a timescale.

2981 – Discussion took place regarding the 2026/27 Budget. Cllr Roberts (from notes) assumes we are heading for an underspend in 2025/26 which he suggests we should hold in reserve for 2026/27 with a cast iron commitment to spend in that financial year.

The Clerk will work on the 'fixed cost' element of the 2026/27 budget which she will send to the members of the Business/Finance Planning sub-committee in December so that they are able to produce a draft budget for approval at our January meeting.

9. Reports from Sub-committees

- a) **Llangain Park** – Cllr Roberts reported (from notes) that Helen Scott from the former Sports & Recreation Committee has agreed to be a signatory to a letter to obtain the title deeds. He has informed UTK but has not yet had a response. Cllr Starzewski reported that UTK had been flooded so some short-term delays.

Cllr Roberts has received an email from Carmarthenshire County Council (Appendix 1) regarding the lease on the field. He welcomes this initial proposal and suggests seeking a meeting with them to discuss the details; specifically in relation to statute and regulations which may now apply to children's parks and the fact that it currently contains certain stipulations that are not workable or affordable. Councillors agreed that this was the best way forward.

b) Business/Finance Planning

- **Draft Corporate Plan for approval** – Cllr Starzewski reported that he had not yet had the time to update the draft plan for circulation with the meeting papers, following suggestions from Cllr Williams. The sub-committee expressed appreciation to Cllr Williams for his comments and input to the draft Corporate Plan. These will be included in the final plan subject to approval.

Councillors agreed that, given the urgency of the adoption of the plan, Cllr Williams suggestions could be read alongside the original draft, previously circulated, to gain approval for the plan at this meeting. Cllr James reported the details of Cllr Williams suggestions as follows:

“changes to the draft plan are (a) survey questionnaire to be circulated to the local residents: “only once every council 5 year tenure with residents’ views sought annually at an Autumn engagement event”; (b) attendance at hall committee meetings ; reduce the number to “one council representative” (c) advertising councillor vacancies – “advertise Councillor vacancies as they occur and at community events”.

Cllr Starzewski will circulate the updated, approved, plan following the meeting (Appendix 2).

Approval of the Corporate Plan, subject to the above, was proposed by Cllr Atkins and seconded by Cllr Williams.

- **Draft Grants & Donations Policy for approval** – The updated version of this draft plan had not yet been circulated prior to the meeting but, again, Councillors agreed to discuss suggested changes alongside the original draft in order to gain approval at this meeting. Cllr James reported details of the suggested changes as follows:

“Discussion on the draft Grants and Donations Policy clarified the following: (a) the distinction between donations and grants is defined at the front of the policy documents; (b) the policy states “the council currently wishes to avoid a formal application form for donations so as not to discourage organisations from coming forward”; (c) the £200 maximum donation does not reflect recent years so it should be increased to £300; (d) the historic January decision meeting could discourage applications for community events during the summer months.”

Cllr Starzewski will circulate the updated, approved, plan following the meeting (Appendix 3).

Approval of the Grants & Donations Policy, subject to the above, was proposed by Cllr Atkins and seconded by Cllr Williams.

Cllr James made point that when he was asked to join the sub-committees he expressed concern that they would consist of 2 new councillors and one with only a few years’ experience. Councillors of many years standing have the experience which the sub committees would benefit from and, with this experience at drafting stage of the above documents, the whole process would be speedier.

- **Community Engagement day, Tuesday 4th November** – Cllr Roberts reported (from notes) that this had been relatively well attended, despite the atrocious weather, and it had been a really useful exercise. Cllr James reported that he, Cllr Roberts, Cllr Starzewski, Cllr Williams and Cllr Jones had all been in attendance at various times during the day. A presentation had been running throughout the day and a number of interesting ideas were brought by members of the public. Several residents were concerned about the safety and underfoot conditions of the Pant-y-Dderwen bus stop (from Carmarthen direction). They are required to walk over the grass verge which can be difficult for the elderly carrying shopping and

parents with push chairs. A scaled plan proposing the safe location of the hardstanding across the grass verge was provided by one resident. The plan was lodged with the Clerk and is to be fully discussed at the next meeting, when Cllr Roberts will present a full report of the day.

Councillors offered formal thanks to the representatives from Llangain Womens Institute, Crafternoon, The Hwb, Llangain Bowls Club and Ysgol Llangain PTA who attended on the day, with displays and information about their respective groups.

11. County Councillor's Report

Although County Cllr Carys Jones was unable to attend the meeting, she sent the following by email:

"You will be aware that Cabinet approved the issuing of a Notice of Closure on Ysgol Llansteffan last Monday. I will continue to work with the Llansteffan PTA and Governors of the Federation to ensure that every possible avenue to have this decision paused or reversed is investigated. My primary concern as Local Member and LA Governor for the whole Federation is that existing children and any new additional children from the housing developments are able to attend the catchments' school/s without over-crowding or compromising their education. We must all do our best to encourage new children in Llangain to attend their local school to ensure the village remains sustainable for the future, and to encourage children to stay within the Welsh-language continuum. Losing our youngsters to non-Welsh local schools due to capacity issues is, in my mind, a poor option."

12. Any Other Business

2982 – Cllr Roberts (from notes) has requested that 'Declarations of Interest' should be added to the meeting agenda so that Councillors are given an opportunity to declare such interests at every meeting where they relate to a later item on the agenda. The Clerk will add this for future meetings.

2983 – Cllr Starzewski proposed that the Community Council engage with any project that seeks to engage Fernhill, the property immortalised in the poem by Dylan Thomas, the world renowned poet who would spend his childhood summer holidays there with his Aunt Annie and Uncle Jim. This Grade II listed building is now in a poor state of repair but could provide a valuable attraction to Llangain which could help revitalise the area and attract tourism. He has prepared a short paper to outline his ideas (Appendix 4) and the Clerk will contact both Llansteffan and Llangynog Community Councils to gauge interest in a joint approach.

2984 – Cllr Starzewski reported that he is working on a Biodiversity plan which he will circulate in December for discussion at our meeting in January. He highlighted that Community Councils in Wales are required to publish such a plan, which should be updated every three years.

2985 – Cllr Starzewski reported that he has written, in a private capacity, to object to the proposed car parking charges in Llansteffan and he encouraged others to do the same, before 26th November.

Date of next meeting: Wednesday 21st January 2026 at 6pm