

Minutes of the meeting of Dyffryn Cennen Community Council held on Wednesday 18th May, 2022, following the Annual General Meeting, at C.F.F.I. Hall, Ffairfach.,

Present: Councillor D. Beynon in the chair

Councillors: P. Thomas, D. Greenish, B. Davies, J. Jenkins, L. Griffiths, L. Durgan, D. Saunders, T. Amery

Apologies: Councillor D. Davies, County Councillor E. Thomas

3112 – MINUTES

Minutes were accepted as correct.

3113 – Public Question Time

No one present

3114 – Issues for the PCSO

Will be invited to attend the next meeting.

3115 – Issues for the attention of the County Councillor

Absent from the meeting but had sent the following updates:

The carriageway marking contractor has been instructed to refresh the Give Way marking on the junction by the old Post Office, when he is next in the area.

Enquiries regarding the spelling on traffic signs and ordinance surveyor maps, which possibly rests with the planning section. Comments have been passed for the action/reply.

3116 – New Issues for the County Councillor

These to be reported directly to the County Councillor by individuals.

3117 – Finance

Following cheques were presented and resolved to be paid:

London Hearts (defibrillator cabinet)	£524.40 cheque no. 001938
Clerks Wages	£240.00 cheque no. 001939
HMRC	£ 60.00 cheque no. 001940
HB Enoch & Owen (Payroll)	£192.90 cheque no. 001941
Llandyfan Church	£125.00 cheque no. 001942
Trap WI	£125.00 cheque no. 001943
Ysgol Feithrin Ffairfach	£125.00 cheque no. 001944
Llandeilo Y.F.C.	£125.00 cheque no. 001945
Llandeilo Show	£125.00 cheque no. 001946
Trap Agricultural Show	£125.00 cheque no. 001947
Llandeilo Sports Association	£125.00 cheque no. 001948

Audit report

The Council's governance statements is not consistent with the actual arrangements in place during the year.

The Council states it has complied with relevant legislation. However, S.1 of the Employment Rights Act 1996 (ERA1996) requires the Council to provide its Clerk with a written or a hand written statement of the specific terms of employment under within two months of starting employment. The Council has not provided the Clerk with a contract of employment or a written statement of the terms and conditions of employment.

When setting its precept, the Council is required to calculate its budget requirement in accordance with the Local Government Finance Act 1992. The Council did not provide a copy of its budget for 2020-2021 to support its precept. Therefore I am unable to conclude whether or not the Council set a lawful precept.

Other matters arising and recommendations:

I draw the Council's attention to the following matters which do not have a material impact on the accounts and therefore do not affect my audit opinion. However, the Council should address these issues in 2022-2023.

Accounting statement – non material errors

My audit identified the following errors in the accounts. These should be addressed by restating the 2020-2021 accounts in the 2021-2022 annual return:

(a) The Council had included a £2,000.00 grant in Line 2 of income from local taxation. This should be reported as other income in line 3.

(b) The Council has not properly accounted for unrepresented cheques and therefore the closing balance is overstated by £130.00. The Council should record payments as they are made i.e. as cheques are issued. However, the Council has reduced its expenditure for the year by adjusting for unrepresented cheques at the year end. This procedure is not permitted by proper accounting practice. The purpose of identifying unrepresented cheques as part of the bank reconciliation is to prove the completeness and accuracy of the accounting records to an external record i.e. the bank statement. No adjustments should be made to the accounting record for timing differences between a cheque being issued and it clearing the bank account. The Council should increase its 2020-2021 expenditure and reduce its closing balance when preparing the 2021-2022 account statement.

Internal control weakness

There is no record of the Council approving the Clerk's salary. In the context of the absence of a written contract, this a significant omission. If the salary scale is not specified in a written contract, we recommend that the Council formally approves the Clerk's annual salary at least annually and whenever the salary is increased.

3118 – To consider matters relating to footpaths

Nothing to report.

3119 – To consider planning matters

Brecon Beacons National Park – planning consultation 22/20983/FUL – Gwynfe Road, Ffairfach – change of use of agricultural land as an extension to the residential curtilage

Brecons Beacons National Park – planning consultation 22/20881/FUL – Tregyb Mill – drop the kerb at the entrance to Tregyb Mill Cottage

Carmarthenshire County Council – planning consultation PL/03923 – External alterations to Cawdor Farm, Bethlehem Road

3120 – Correspondence

- (a) Carmarthenshire Food Network
- (b) Celebrate Rural Wales
- (c) Keep Wales Tidy
- (d) Climate Change Newsletter
- (e) Training Dates – One Voice Wales
- (f) Code of Conduct training
- (g) C.F.F.I. Rally – free tickets
- (h) CCC – elected cabinet officers
- (i) Broadway updates – a number of update emails had been received
- (j) Carmarthenshire County Council – we need your views
- (k) Party in the Park posters – copy sent to everyone

3121 – Member’s Reports/Issues

Councillor L. Durgan reported that she had attended the Mayor’s Civic Service.

Beacon at Trap – Thursday 2nd June, 2022 - Councillor T. Amery has everything prepared and it would be lit at approximately 9.30 p.m. The Fire Brigade to be informed.

Barbeque at Trap – Friday 3rd June, 2022 – It was discussed that maybe a sponsored walk could be organised before the barbeque. Posters would be printed and copies of the up to date details would be sent to everyone.

Party in the Park at Ffairfach – The final details were discussed, bunting, balloons, etc. Everyone who is available to help to meet in the Park at 1.00 p.m.

Councillor B. Davies had sprayed the weeds around Cornel y Tywysog, the old daffodils, etc. needed to be cleared. Work to be carried out 28th May, at 10.00 a.m. to anyone that was available to help

The Cabinet for the defibrillator had been ordered, Councillor T Amery agreed to move the present defibrillator from the wall of the C.F.F.I. Hall and be placed on the wall of Cornel y Tywysog. The new Cabinet should arrive 2/3 weeks. New pads would also be ordered.

Our grant application to Williams Brownhill CIO was successful. A sum of £2,500.00 had been offered on receipt of match funding evidence. The Clerk to send a copy of a Bank Statement and Financial Report.

The Christmas Trees at Ffairfach and Trap were discussed briefly. This matter would be ongoing until further information is received.

Co-option notices for the two vacancies had been received from Carmarthenshire County Council. A copy to be sent to everyone and copies placed around the village advertising the vacancies. The closing date was 9th June, 2022.

The meeting closed at 8.00 p.m. in order that everyone could attend the meal at the Torbay.

Chairman: _____
8th June, 2022

