Cyngor Cymuned Llanfihangel-ar-arth Community Council

Cyfarfod Misol / Monthly Meeting

Nos Lun 16eg Medi, 2024 / Monday, 16th September, 2024

Festri Tabernacle Festry, Pencader

8.00 yh / pm

Presennol / Present: M. Griffiths, H. Lewis, A. James, D. Davies, A. Davies, W. Cole, R. Thomas, G. Jones. Anita Evans (Clerc/Clerk).

Ymddiheuriadau / Apologies: D. Griffiths, V. Davies, J. Jones, S. Mason, Cynghorydd Sir/County Councillor L. Evans, PCSO A. Davies.

1. Croeso: Cadeiriwyd y cyfarfod gan M. Griffiths. Croesawodd bawb a nodwyd ymddiheuriadau.		**1. Welcome:** Meeting chaired by M. Griffiths, who welcomed everyone; apologies and absences noted.
2. Datgan diddordeb: neb		**2. Declaration of interest:** none
3. Adroddiad yr Heddlu – Nid oedd SCCH Anwen Davies (Swyddog Cefnogi Cymunedol yr Heddlu) yn bresennol. Roedd y data misol eisoes wedi ei e-bostio i'r Cyngor.		**3. Report from Police -** PCSO Anwen Davies was not present. The monthly data had previously been e-mailed to the Council.
4. Cofnodion Mis Gorffennaf (15.07.2024) - derbyniwyd fel cofnod cywir. Cynigiwyd gan H. Lewis, eiliwyd gan D. Davies.		**4. Minutes of July Meeting (15.07.2024)** – accepted as correct record. Proposed by H. Lewis, seconded by D. Davies.
5. Materion yn Codi: (i) *Cyngor Sir Gâr* – Adran Priffyrdd - dim ymateb. (ii) Cyfleusterau Cyhoeddus – daeth tri swyddog o Adran Lle, Seilwaith a Datblygu Economaidd y Cyngor Sir i gyfarfod â chynrychiolaeth o'r Cynghorwyr ar 5ed Awst er mwyn trafod agor toiledau Pencader ac Alltwalis. Trafodwyd y les a chytunwyd y gellid ei dorri ar ôl 12 mis. Cytunwyd y byddai les newydd yn cael ei pharatoi. (iii) *Mynwent y Plwyf, Pencader* - nodwyd bod y gwaith atgyweirio ar doiledau Mynwent y Plwyf bron wedi ei gwblhau. Gofynnwyd i'r Clerc gysylltu â Rheolwr y cwmni sydd yn gwneud y gwaith i ofyn am ddyddiad i'w gyfarfod er mwyn trafod rhai materion. (iv) *Y Gofgolofn* - mae Abbey Masonary wedi addo dod i'w glanhau ddiwedd Hydref. (v) *Bancio* - nodwyd bod trefniadau bancio arlein wedi eu cwblhau erbyn hyn ac yn gweithio'n llwyddiannus.		**5. Matters Arising:** (i) *Carmarthenshire County Council* – Highways Department - no response. (ii) Public Conveniences - three officers from the Place, Structure and Economic Development Department of the County Council met with a representative number of Councillors on 5th August to discuss adopting the two sites. The lease agreement was discussed and it was agreed to include a break clause after twelve months. A new lease document will prepared. (iii) *Parish Cemetery, Pencader* - it was noted that refurbishment work at the toilets in the Parish Cemetery is almost complete. The Clerk was asked to contact the Manager of the company undertaking the work to request a site meeting in order to discuss some matters of concern. (iv) *War Memorial* - Abbey Masonry have promised to clean the Memorial at the end of October. (v) *Banking* - it was noted that online banking arrangements have now been completed and are working successfully.

(vi) *Diffibrilwyr* - awgrymwyd i'r Clerc gysylltu â Jody Taylor-Williams (aelod o Bwyllgor Carnifal Pencader) i wneud trefniadau i drosglwyddo'r diffibrilwyr (a brynwyd gan Bwyllgor y Carnifal) sydd wedi eu lleoli y tu allan i dafarn y Bee-Hive a Siop Premier i restr y diffibrilwyr sydd yn cael eu cynnal a'u cadw gan Adrian Munday (wedi ei ariannu gan Fferm Wynt Brechfa). Cadarnhaodd M. Griffiths ei fod wedi cael trafodaethau gyda Paddlers Llandysul i ofyn eu caniatád i gynnwys eu diffibrilydd ar y rhestr o ddiffibrilwyr sydd yn cael ei baratoi gan y Cyngor Cymuned i'w osod ar safle we ac hysbysfyrddau'r Cyngor. Mae'r diffibrilydd hwn wedi ei osod ar wal y tu fewn i'w hadeilad yn bresennol ac mae trefniadau mewn llaw i'w ail-osod ar wal allanol. Cadarnhawyd hefyd bod y gwaith cynnal a chadw yn cael ei gyflawni gan Adrian Munday (wedi ei ariannu gan Fferm Wynt Brechfa). (vii) *Cysgodfeydd bysus a'r gatiau gwyn* - cytunwyd gan swyddogion Adran Lle, Seilwaith a Datblygu Economaidd y Cyngor Sir (yng nghyfarfod 05.08.2024 – gweler 5(ii) uchod), y byddai'r cysgodfeydd byssus a'r gatiau gwyn yn y plwyf yn cael eu glanhau yn ystod y mis nesaf. (viii) *Rhestr Asedau* - cadarnhawyd bod y Rhestr Asedau wedi ei ddiweddaru ac yn gyflawn. (ix) *Hysbysfyrddau* – adroddodd y Clerc bod yr hysbysfwrdd yn New Inn wedi ei atgyweirio gan Keith Lewis. Ar gynnig G. Jones, wedi ei eilio gan W. Cole, cytunodd y Cynghorwyr i'r Clerc ofyn i Mr. Lewis atgyweirio'r hysbysfyrddau ym Mynwent Alltwalis a Phontweli. Nodwyd bod y rhain wedi bod mewn cyflwr gwael ers amser sylweddol. (x) *Yr Ardd Goffa* - gan fod y Cyngor wedi hysbysebu nifer o droeon ynglyn â'r gwaith o dorri'r coed o gwmpas y safle, ac nad oedd unrhyw un wedi dangos diddordeb mewn gwneud y gwaith, cynigiodd H. Lewis ein bod yn gofyn i Jason Thomas, (contractiwr lleol); eiliodd R. Thomas, a chytunodd pawb.		(vi) *Defibrillators* - it was suggested that the Clerk contact Jody Taylor-Williams (a member of the Pencader Carnival Committee), to make arrangements to transfer the care and maintenance of the defibrillators (purchased by the Carnival Committee) located outside the Bee-Hive Public House and Premier Stores to be included in the list of defibrillators maintained by Adrian Munday (funded by the Brechfa Wind Farm). M. Griffiths confirmed he had liaised with Llandysul Paddlers to ask if the defibrillator located at their premises could be included in the list of defibrillators currently being compiled by the Community Council to be placed on the Council's website and information boards. This defibrillator is currently located inside a building and arrangements are in hand to relocate it to an external wall of the property. It was also confirmed that maintenance is currently being undertaken by Adrian Munday (funded by Brechfa Wind Farm). (vii) Bus shelters and white gates - it was agreed by the officers from the Place, Structure and Economic Development Department of the County Council (at the meeting 05.08.2024 – see 5(ii) above), to arrange for the bus shelters and white gates within the parish to be cleaned during the next month. (viii) *Asset Register* - it was confirmed that the Asset Register has been updated and is now complete. (ix) *Noticeboards* - the Clerk reported that the noticeboard at New Inn has been repaired by Keith Lewis. With a proposal by G. Jones, seconded by W. Cole, Councillors agreed that the Clerk should also ask Mr. Lewis to attend to the noticeboards located at Alltwalis Cemetery and Pontwelly. It was noted that these boards have been in a state of disrepair for a considerable length of time. (x) The Remembrance Garden - as no response has been received, with the Council having advertised on several occasions in respect of cutting the trees surrounding the Garden, H. Lewis proposed that we ask Jason Thomas (local contractor) to undertake the work; R. Thomas seconded, and all agreed.
6. Ariannol: Derbyniwyd a chymeradwywyd y Fantolen Ariannol hyd at 31.08.2024. Cynigiwyd gan D. Davies, eiliwyd gan A. Davies.		**6. Financial:** The Financial Statement up to 31.08.2024 was received and approved. Proposed by D. Davies, seconded by A. Davies.

Diolchwyd i H. Lewis am baratoi'r fantolen. <u>Biliau i'w Talu</u> – Cyflogau: Gorffennaf- £1,761.58; Awst - £1,761.58; Clerc: ffôn (08.06.2024 hyd 10.07.2024): £13.20; Audit (Archwiliad Llawn fel sy'n ofynnol bob tair mlynedd) - £988.25; Inc i'r argraffydd (4 mis) - £21.96. Yswiriant y Gofgolofn: £571.94. I'w talu - D. Davies yn cynnig ac A. Davies yn eilio. <u>Precept</u> - nodwyd bod y Praecept o £17,666.67 wedi ei dderbyn. <u>Oriau Gwaith H. Jones (Gofalwr)</u> - yn dilyn trafodaethau blaenorol ac yn sgîl ychwanegu'r gwaith o ofalu am yr Ardal Chwarae i lwyth gwaith presennol H. Jones, cytunwyd codi ei oriau gwaith i ugain awr yr wythnos. Cynigiwyd gan A. Davies ac eiliwyd gan D. Davies.		H. Lewis was thanked for preparing the statement. <u>Bills to Pay</u> - Wages: July: £1,761.58; August: £1,761.58; Clerk's telephone (08.06.2024 to 10.07.2024): £13.20; Audit (Full Audit as required every three 3 years) - £988.25; ink (4 months): £21.96; War Memorial Insurance: £571.94. To be paid - proposed D. Davies, seconded by A. Davies. <u>Precept</u> - It was noted that the Precept £17666.67 has been received. <u>Hours of Work - H. Jones (Caretaker)</u> - following previous discussions and with regard to adding the work of Caretaker of the Play Area to his current workload, it was agreed to increase H. Jones's hours of work to 20 hours per week - proposed by A. Davies, seconded by D. Davies.
7. Cynllunio: (wedi e-bostio i aelodau'r is bwyllgor cynllunio - dim gwrthwynebiad) Iard O. J. Williams, Pontweli Bryn Castell, Dolgran Local Bargains, Pencader Llwyncrwn, Pencader		**7. Planning Matters:** (e-mailed to Planning Sub-Committee Members - no objection): O. J. Williams Depot, Pontwelly Bryn Castell, Dolgran Local Bargains, Pencader Llwyncrwn, Pencader
8. Aelodaeth Is-Bwyllgorau. Nodwyd gan y Cadeirydd yr angen i ychwanegu mwy o enwau at ddau o is-bwyllgorau'r Cyngor gan ei bod yn profi'n anodd ar adegau i sicrhau cworwm er mwyn cynnal cyfarfodydd yr is-bwyllgorau hynny. Cytunwyd ethol A. James i'r Is-Bwyllgor Cyllid, a Wayne Cole i'r Is-Bwyllgor Safleoedd. Cynigiwyd gan H. Lewis ac eiliwyd gan A. Davies.		**8. Membership of Sub-Committees:** The Chairman noted the need to increase membership of two of the Council's Sub-Committees due to the difficulties sometimes encountered to ensure a quorum to enable meetings to take place. It was agreed to elect A. James to the Finance Sub-Committee, and W. Cole to the Sites Sub-Committee; proposed by H. Lewis, seconded by A. Davies.
9. Audit 2023-2024 – nododd y Cadeirydd yr angen i'r Cyngor osod hysbysiad ar ei wefan erbyn 30.09.2024 ynglyn â chyhoeddi cyfrifon archwiliedig ar gyfer y flwyddyn a ddiweddwyd 31.03.2024. Nodwyd bod angen i'r Fflurflen Flynyddol gael ei chyhoeddi p'un ai bod yr Adroddiad Archwilio ar gyfer 2023-2024 wedi ei dderbyn neu beidio.		**9. Audit 2023-2024** - The Chairman noted the requirement for the Council to place a notice on its website by 30.09.2024 regarding the publication of audited accounts for the year ended 31.03.2024. It was noted that the Annual Return will need to be published regardless of whether the Audit Report for 2023-2024 has been received.
10 Dogfennaeth: (i) Polisi Diogelu Gwybodaeth a Data (ii) Datganiad Derbyn Swydd – Aelod / Cadeirydd / Is-Gadeirydd (iii) Polisi Cadw a Gwaredu Dogfennaeth (iv) Rhestr Datgan Diddordeb 2023-2024 (v) Presenoldeb Aelodau 2023-2024		**10. Documentation:** (i) Information and Data Protection Policy (ii) Declaration of Acceptance of Office – Member / Chair / Vice-Chair (iii) Document Retention and Disposal Policy (iv) List of Declarations of Interest 2023-2024 (v) Members' Attendance 2023-2024

Cymraeg		English
(vi) Ffurflen Gais am Gymorth Ariannol – (wedi ei ddiweddaru i gydymffurfio â gofynion y Cynllun Iaith Cymraeg). Derbyniwyd y dogfennau gan y Cyngor – cynigiwyd gan A. James, eiliwyd gan A. Davies. Diolchwyd i M. Griffiths am y gwaith o baratoi a chyflwyno'r ddogfennaeth uchod.		(vi) Application Form for Financial Assistance – (revised in accordance with the requirements of the Welsh Language Scheme). Documents accepted by Council - proposed by A. James, seconded by A. Davies. M. Griffiths was thanked for his work in preparing and presenting the above documents.
11. Ardal Bicnic: Adroddwyd bod y Cadeirydd, y Clerc a H. Lewis wedi ymweld â'r chyfreithiwr y Cyngor i ddarparu gwybodaeth er mwyn cofrestru'r Ardal Bicnic gyda'r Gofrestrfa Tir. Bydd y Clerc yn darparu gwybodaeth ar ddatblygiad y mater hwn yng nghyfarfod misol nesaf y Cyngor ym Mis Hydref.		**11. Picnic Area:** It was reported that the Chairman, Clerk and H. Lewis had met with the Council's solicitor in order to provide information to register the Picnic Area with the Land Registry. The Clerk will report on progress in relation to this matter at the Council's next monthly meeting in October.
12. Gohebiaeth: mae'r canlynol wedi eu e-bostio i'r Cynghorwyr: **(i)** ***<u>Un Llais Cymru</u>:*** (a) Lansio'r Gymuned Defnyddwyr Digidol ar gyfer Cynghorau Tref a Chymuned. (b) Taclo Tipio Sbwriel (c) Presenoldeb Aelodau (ch) Rhestr Dyddiadau Hyfforddiant (d) Canllawiau Ricriwtio, Sefydlu a Chadw Clercod – (fersiwn Cymraeg – 05.09.2024) (dd) Canllaw Data Wrth Gefn (e) Polisïau a Grymoedd **(ii)** ***<u>Cyngor Sir Gâr</u>:*** Cylchlythyr 07.08.2024 – nododd H. Lewis yr angen i gwblhau'r "Asesiad Digonolrwydd Chwarae" a'i anfon yn ôl i'r Cyngor Sir. **(iii)** ***<u>D. Davies</u>:*** Gwybodaeth ar gyfer y Cynllun Bioamrywiaeth **(iv)** ***<u>Panel Annibynnol Cymru ar Gydnabyddiaeth Ariannol</u>:*** Templed Datganiad Talu newydd ar gyfer cyhoeddi Lwfansau Cynghorwyr **(v)** ***<u>Bwrdd Iechyd Prifysgol Hywel Dda</u>:*** poster yn hysbysebu digwyddiadau Iechyd a Lles Gofal Sylfaenol a Chymunedol – wedi ei osod ar wefan y Cyngor ac yn y byrddau arddangos. **(vi)** ***<u>Eryl Jones (Archwilydd Mewnol)</u>:*** llythyr yn ymateb i gwestiwn ynglyn â'r Llythyr Ymrwymiad.		**12. Correspondence:** the following have been e-mailed to Councillors: **(i)** ***<u>One Voice Wales</u>*:** (a) Launch of Digital User Community for Town and Community Councils (b) Fly tipping (c) Councillors' Attendance (d) New Training Dates (e) Guide to Recruitment, Induction and Retention of Clerks – (Welsh version – 05.09.2024) (f) Data Back-up Guidance (g) Powers and Policies **(ii)** ***<u>Carmarthenshire County Council</u>:*** Newsletter 07.08.2024 – H. Lewis noted the need to complete the "Play Sufficiency Assessment" and ensure it is returned to the County Council. **(iii)** ***<u>D. Davies</u>:*** Information for Biodiversity Plan. **(iv)** ***<u>Independent Renumeration Panel for Wales</u>:*** Revised Statement of Payments Template for publishing Councillors' Allowances **(v)** ***<u>Hywel Dda University Health Board</u>:*** poster promoting Primary Care and Community Health and Well-being events – placed on Council's website and notice boards. **(vi)** ***<u>Eryl Jones (Internal Auditor)</u>:*** - a letter in response to a query raised in respect of the Letter of Engagement.

13. Unrhyw Fater Arall (gwybodaeth oddi wrth Gynghorwyr / Clerc yn unig): A. Davies - mae sgrîn y CCTV wedi ei osod yn y Cyfleusterau ym Mhencader. G. Jones – (i) nododd ei fwriad i docio'r cloddiau ym Mynwent y Plwyf; (ii) byrddau sydd wedi eu gosod ar y ffordd a'r bont ar heol Glantweli Fach wedi chwythu i bob man erbyn hyn. D. Davies - (i) Pontweli - palmant o Aneddfa i Waunifor, a'r ffordd tuag at Dol-llan yn wael iawn eu cyflwr; (ii) gofyn os oes newyddion am y llinellau melyn sydd fod gael eu paentio ar y gyffordd wrth ymyl Wilke's Head. R. Thomas - dim wedi ei wneud ynglyn â'r goeden sydd mewn teiar ar glos Pwll Dŵr yn Llanfihangel-ar-arth. M. Griffiths - (i) pwysleisio'r disgwyl i Gynghorwyr ddilyn sesiwn hyfforddiant Cod Ymddygiad sydd yn cael ei gynnig gan Un Llais Cymru o leiaf unwaith yn ystod tymor etholiadaol y Cyngor. Annog unrhyw Gynghorwyr nad oedd eisoes wedi dilyn yr hyfforddiant i wneud hynny cyn gynted a phosib. (ii) Angen gwirio diogelwch cyfrifiadur y Cyngor a sicrhau bod trefniadau "Data Wrth Gefn" yn eu lle ac yn gweithredu'n effeithiol. Cytunodd D. Davies wirio hyn erbyn y cyfarfod nesaf. (iii) Nodi bod y cafnau blodau yn y Plwyf wedi bod yn edrych ar eu gorau eleni.		**13. Any Other Business** (information from Councillors and Clerc only): A. Davies - CCTV screen has been fitted at Pencader Conveniences. G. Jones – (i) noted his intention to cut hedges and mow field at Parish Cemetery; (ii) Boards which have been left on the road leading to Glantweli Fach and are now strewn across the road. D. Davies – (i) Pontwelly - the pavement from Aneddfa to Waunifor and the road towards Dol-llan are in a poor condition; (ii) Asks if there is an update on the proposed yellow lines to be painted at the junction by the Wilke's Head. R. Thomas - nothing has been done about the tree set in a tyre on Pwll Dŵr forecourt in Llanfihangel-ar-arth. M. Griffiths – (i) emphasised the importance of Councillors following the Code of Conduct training session offered by One Voice Wales at least once during the election term of the Council. Asks any Councillors who have not yet undertaken the training to attempt to do so at the earliest possible opportunity. (ii) need to check arrangements for Data Back-up and ensure an effective system is in place for the Council's computer. D. Davies agreed to undertake this task before the next meeting. (iii) Flower planters have looked at their best this year.
14. Dyddiad y Cyfarfod Misol Nesaf – Nos Lun, 21ain Hydref, 2024 am 8.00 y.h. **Cyfarfod Is-Bwyllgor Cyllid** - Nos Fercher, 9ed Hydref, 2024 am 7.00 y.h.		**14. Date of Next Monthly Meeting**: 21st October, 2024 at 8.00 p.m. **Finance Sub-Committee Meeting** - Wednesday, 9th October at 7.00 p.m.

Gorffennwyd y Cyfarfod 9.20 y.h. / Meeting ended 9.20 p.m.