

**CYNGOR CYMUNED**  
**LLANGELYNNIN**  
**COMMUNITY COUNCIL**



**ANNUAL REPORT 2022/23**

May 2023

# Contents

	<b>Page Number</b>
<b>Executive Summary/Chairman’s Statement</b>	3
<b>1. Llangelynnin – Our Area and Community Council Annual Report</b>	5
<b>2. Councillors and Sub-Committees</b>	6
2.1 Councillors	
2.2 Meetings in 2022/23	
2.3 Sub Committees	
<b>3. Key Contact and Information</b>	7
<b>4. Governance and Compliance</b>	7
<b>5. Our finances and how we spend the annual precept</b>	8
5.1 Income	
5.2 Expenditure	
5.3 Donations	
5.4 Audit and Compliance	
<b>6. Activities</b>	10
<b>7. Achievements</b>	11
<b>8. Councillors elected in May 2022 Election</b>	12

## Chairman's End of Year Report



**2022/2023** has been a particularly challenging year for Llangelynnin Community Council, somewhat akin to an unpleasant sandwich. So, I begin with positive news and end on a high.

In May 2022 we had local Council elections. We lost some very experienced serving members and I thank them for their long service to our community. Fortunately, in the new cohort we gained some excellent members, bringing knowledge and a fresh enthusiasm.

For the first time in approximately 7 years, we now have four female members on our current ten-member Council, which is a great boost to diversity, equality, and new ideas.

All Councillors are by personal choice unpaid and waive an allowance they would be entitled to, thereby freely giving their time and energy.

We have certain routine obligations to provide services to our Llangelynnin Ward area, such as maintenance of grounds & footpaths etc. Local firms are invited to tender for the work and a contract is awarded to the one which offers the best value to our community.

Following reports from our members and/or the Public, we highlight any issues to the relevant governing/interested body i.e., Gwynedd Council. Such issues can be road signs being dangerously low and presenting a hazard or roadside stone retaining walls collapsing. We are still in the process of trying to resolve the retaining wall issue on Friog Hill A493, which to date has been going for 7 years. Both Network Rail and Gwynedd Council remain locked in dispute on this issue.

For our Council, the most important and key person is our Clerk who collates and produces all our minutes and agendas and who responds to all correspondence after discussion by Council members. In recent years this already very busy role has become more time consuming and demanding. Debbie Taylor-Bond joined us as Clerk in 2021 but left mid 2022 due to other commitments. I thank her for her professional competence and support. Howard Bevington succeeded Debbie as Clerk until February 2023.

We very warmly welcome our new Clerk, Jane Jenkins. Jane has a great background in Legal, Finance, Administration and Business and has worked really hard with the support of Glenda Edwards our former and long serving esteemed Clerk, to stabilise our documentation and accounts. Jane has quickly learned the "ropes" and is a tremendous asset to our Council.

In December 2022 we had to decide our budget for the forthcoming year. This helps us decide the Precept which is a small portion of Council Tax required for Community Councils.

Without external financial influences our Precept has largely remained the same for some years. However, from May last year it became mandatory to have a Remote Access Facility to enable Teams or Zoom type meetings, and we had to allow for the cost of IT equipment. It is also apparent that the workload for our Clerks has greatly intensified and that the wage needed to be increased accordingly. Combined with the UK increase in general costs, after much discussion and thought, it was decided to raise our Precept for the coming year to reflect these issues. Our budget also allows us to make donations to causes that benefit the Community, such as Wales Air Ambulance.

Early on in my position as Chairman, I was privileged to be at the formal inauguration of the Adult Exercise Equipment in the Llwyngwriol playpark. There were many residents there to thank Buddug Llwyd Jones who had most generously funded the equipment. A fantastic asset to the Community and I would like to take this opportunity to formally thank Buddug again.

We sought and won a grant to fund a Defibrillator for Rhoslefain which had no such facility. However, a protective heated cabinet had to be provided to house the Defibrillator. Funding for this was raised through the generous donations of items to sell at a Christmas Market tabletop sale and other similar sales which, in total has accounted for more than £1,000 being raised to date. The cabinet was purchased by the Community Council and is mounted on the village green in Rhoslefain. Gwynedd Council undertook the installation after arranging for a special metal post and electric source for the heater to be fitted. Many thanks to everyone involved, Rhoslefain now has a functional Defibrillator which is regularly monitored by our local volunteer First Responders.

Whilst there are many individuals to thank for their support to the community, I would like to thank Louise Hughes our County Councillor who champions many causes on our behalf. Also, a special thank you must be given to the Roberts family who once again kindly donated the Christmas trees for Llwyngwriol and Rhoslefain which were enjoyed by many.

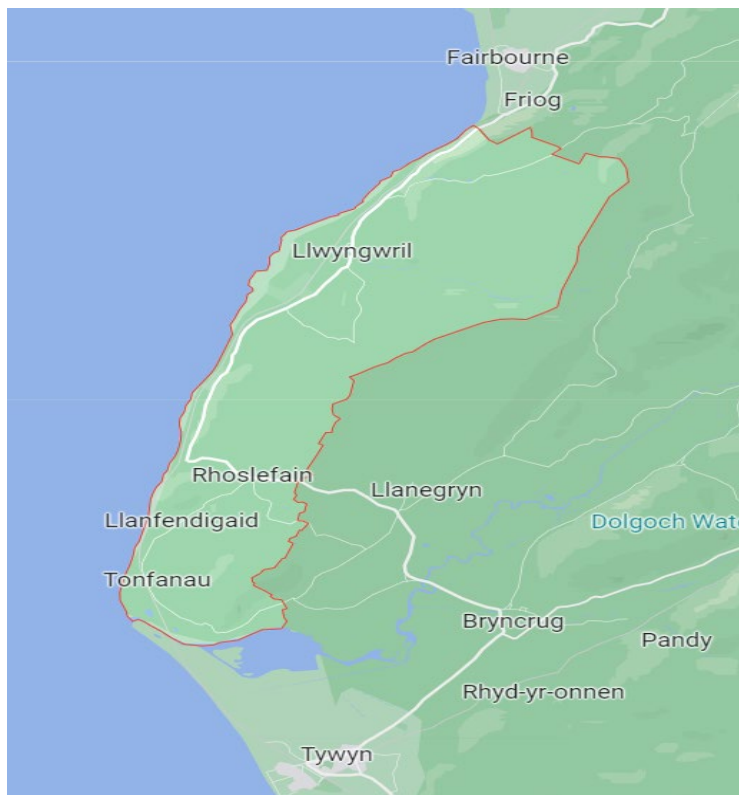
There are many things the Community Council can help with but often I feel it comes down to individual members or groups within the Community. These people go above and beyond doing things to help others or create interest in our community, namely litter picking, yarnbombing, duck races or organised events in Y Ganolfan.

As my term in the Chair ends in May, I wish our community all the best and extend best wishes to my successor. We are now stable with a great new Clerk and a realistic working budget so can move forward and provide the Community with a high level of service.

**Keith Carroll - Chairman of Llangelynnin Community Council**

**Date 21 April 2023**

# 1. Llangelynnin - Our Area and Community Council Annual Report



## LLANGELYNNIN

Area covered by Llangelynnin Community Council.

Llangelynnin falls within the Snowdonia National Park and has a population of 562 on its Electoral Register (May 2022) with the community ward covering Rhoslefain and Llwyngwrl.

## • Community Council Annual Report 2022/23

In February 2021 the Community Council was advised of the introduction of a new duty under the Local Government and Democracy (Wales) Act, to produce an annual report as soon as practicable after the 1st of April 2022 and annually thereafter.

There is no template for a community council annual report as the format and level of detail is expected to reflect the size and scope of council activity. However, the overarching purpose of the report is to provide the Community Council with an opportunity to detail its governance and financial arrangements, and demonstrate the work undertaken to both address any local concerns and improve the local area.

This is the second Annual Report for Llangelynnin Community Council, which covers the financial year 2022/23.

## 2. Councillors and sub committees

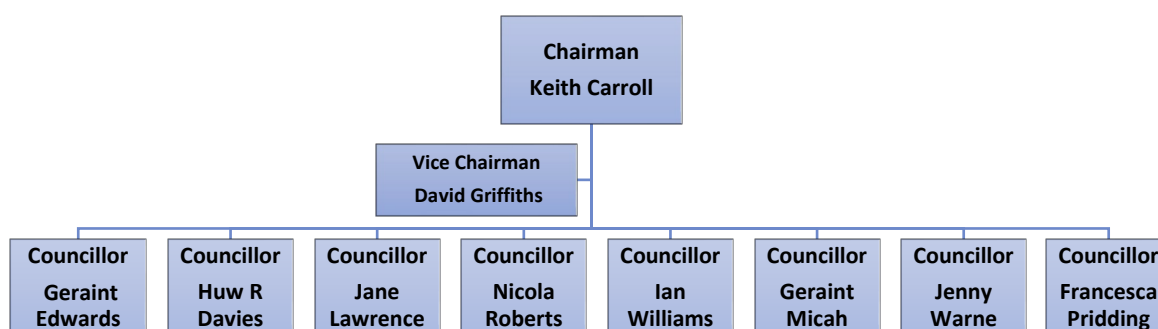
Llangelynnin Community Council has ten elected members who hold ten formal meetings a year. The meetings take place on the second Wednesday of the month except for January and August when there are no meetings.

A Chair and Vice-chair are elected each year at the Annual General Meeting in May. Community Councillors are elected every five years. The next election will be in 2027. The present Councillors are members of the Community Council until May 2027.

The County Councillor for the ward is invited to attend every meeting.

### 2.1 Our Councillors in 2022/23

During 2022/23 the elected members comprised: - further details on page 12



**County Councillor for Llangelynnin** - Mrs Louise Hughes - [louisehughes1962@yahoo.com](mailto:louisehughes1962@yahoo.com)  
**Tel: 01654 711 051**

**Clerk to the Council** - between April 2022 and September 2022 – Debbie Taylor-Bond  
between September 2022 and February 2023 - Howard Bevington  
**From February 2023 – Jane Jenkins.**

### 2.2 Meetings in 2022/23

In 2022/23, there were nine formal meetings held on the following dates: -

April – no meeting	May – 11.05.22	June – 08.06.22	July – 27.07.22
August – no meeting	September - 28.09.22	October – 12.10.22	November - 09.11.22
December – 14.12.22	January – no meeting	February – 08.02.23	March – 08.03.23

Minutes of the meetings held were made available on the internal and external notice boards at Y Ganolfan and on the Llangelynnin Community Council website.

### 2.3 Sub committees

There were no sub committees held during 2022/23.

However, the Community Council maintains links with a few groups including:

- Llwyngwrl Environmental Group
- The Community First Responders - Llwyngwrl / Fairbourne / Friog / Arthog.
- Y Ganolfan Committee.

### **3. Key contact and information**

The key contact for the Community Council is


**Clerk— Mrs Jane Jenkins**

**2 Tal y Bont**

**Dolgellau**

**Gwynedd**

**LL40 1UA**

 - **Mobile: 07480 828 166**

 - [clerc@cyngor-llangelynnin-council.org.uk](mailto:clerc@cyngor-llangelynnin-council.org.uk)

**Website – Homepage Llangelynnin Community Council**

The minutes of the meetings are displayed on the external and internal notices boards at Y Ganolfan and on the Llangelynnin Community Council Website.

Dates of meetings are displayed on the internal and external noticeboard at Y Ganolfan and the noticeboard in Rhoslefain.

### **4. Governance and Compliance**

Llangelynnin Community Council has several policies to support the governance of the Council which are updated regularly.

Code of Conduct for Members

Standing Orders

Financial Regulations

Environmental Policy

Donations Policy

GDPR – Data Protection

Asset Register

Risk Assessment Register

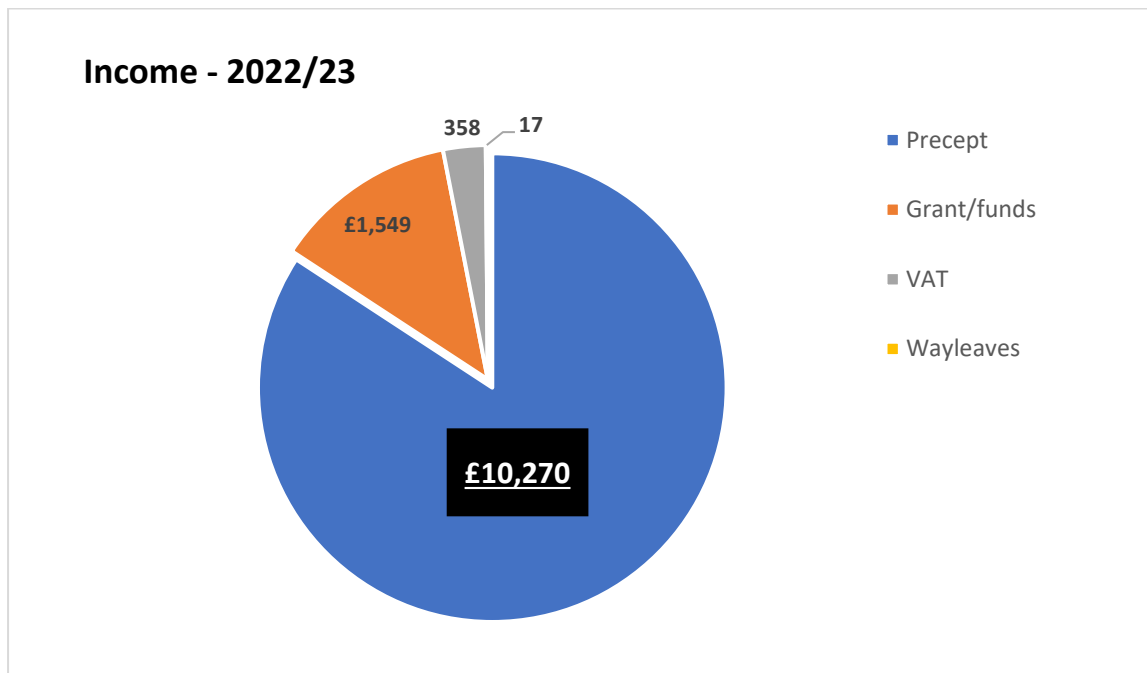
Training Policy

Language Policy

COVID Policy

## 5. Our finances and how we spend the annual Precept

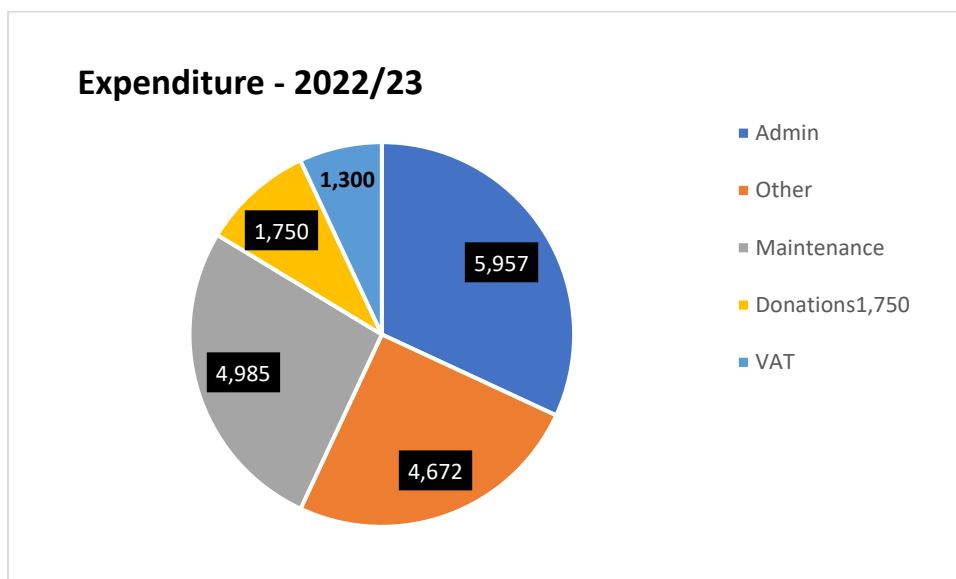
5.1 **Income** - The total income received in 2022/23 was **£12,194**  
£1,549 was grants and fundraising.



5.2 **Expenditure** – In 2022/23 the total expenditure was **£18,664**

The administration and the running costs for the Community Council formed part of the highest spend in the year, including insurances, audit payments, clerk's expenses and wages, licences and membership of the One Voice Wales and SARPA, and election costs of over £1,300.

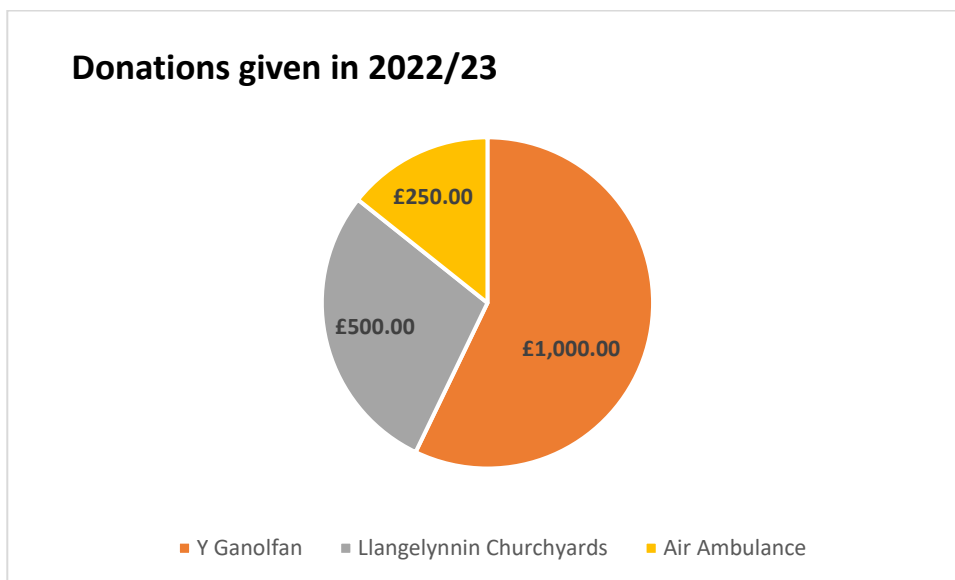
The second largest area of spend related to maintenance works and this included grass cutting of the War Memorial, public footpaths, and the playpark, replacing benches, maintaining defibrillators and a contribution of £2,000.00 to Gwynedd Council to keep the public toilets open for the summer months in Llwyngwrl.





### 5.3 Grants and Donations 2022/23

Llangelynnin Community Council made several charity donations in 2022/23 totalling £1,750.00 to help support important local services and local organisations.



### 5.4 Audit and compliance

#### Audit for financial year 2022/23

As a small Community Council there are several annual financial actions that are required to be completed throughout the year. In 2022/23 the audit actions comprised of completing and sign off for the financial activities for the previous year 2021/22. This included preparation of the budget, receipt of the Audit Notice, close and balance the cash book for the year, and complete the annual return, arrange an internal audit and when complete and signed arrange the external audit. The internal audit being carried out by the Auditor's Office of Gwynedd Council and the external audit being carried out by the Audit Wales Office.

We are awaiting written confirmation of the completed Audit for the financial year 2021/22 from the Audit for Wales Office, but verbal confirmation has been received.

This is later than normal due to changes in community council clerks.

The "notice of electors' rights" will then be displayed on the public noticeboards and website.

## 6. Activities in 2022/23 to help improve our local area.

The activities undertaken by the Community Council in 2022/23 were wide and varied and include: -

- Continuation of partnership with Gwynedd Council, and contribution made, for the provision of public toilets in Llwyngwrl
- Responded to consultations for double yellow lines
- Liaison with the Rights of Way Department and application for a Modification Order
- Reporting to Snowdonia National Park on local planning conditions
- Highway's liaison– speed reduction on A493
- Reporting of Japanese Knotweed
- Reporting of blocked footpaths
- Review/receipt of the Gwynedd Highways works programmes
- Liaise with Cambrian Coast Liaison Group regarding issues relating to Network Rail and Gwynedd Council's boundary wall and barriers on Friog hill
- Report through to Network Rail and lobby for repairs to crash barrier between Llwyngwrl and Friog. Meeting representatives on site to discuss works
- Report of safety concerns with parking near to the play park
- Arrange RoSPA playpark inspection
- Liaise on provision of new Playpark equipment including discussions regarding a local donation and meeting on site with RoSPA
- Reporting of overgrown trees and weeds, drainage issues, boundary wall damage, road marking refurbishment to Gwynedd Council
- Maintenance work to the War Memorial – grass cutting and cleaning
- Site visit with Gwynedd Council regarding obstructive parking on the main road in Llwyngwrl
- Traffic calming measures review with Gwynedd Council – traffic monitoring arranged
- Deal with overgrown trees and weeds on public footpaths
- Reporting waste collection issue to Gwynedd Council
- Responded and reviewed Government consultations as requested
- Responded to Gwynedd Council on the Regeneration Framework
- Attending Remembrance Sunday to represent the local community
- Arranging provision of Xmas Trees in Llwyngwrl and Rhoslefain
- Clear debris from Llwyngwrl Beach
- Liaising with Gwynedd Council regarding road closures and reporting traffic management issues
- Provision of remote access facility to enable meetings to be conducted via Teams/Zoom
- Provision of new protective cabinet for Llwyngwrl's Defibrillator, and provision of a new Defibrillator and protective cabinet for Rhoslefain and liaising with Gwynedd Council to arrange installation
- Liaising with local First Responders Group to maintain all Defibrillators locally.

## **7. Our Achievements in 2022/23**

### **LOCAL DEVELOPMENT**

- Responded to Snowdonia National Park planning applications.
- Responded to planning notifications from Gwynedd Council Planning.

### **ROADS AND HIGHWAYS**

- Contact with Gwynedd Council, Highways Department on highways issues.

### **SAFETY**

- Contact with Network Rail and Gwynedd Council to help with scheme prioritisation of safety barrier renewal.
- ROSPA inspection carried out at play park.

### **REPRESENTING COMMUNITY NEEDS**

- Site visits with organisations including Gwynedd Highways/Network Rail/RoSPA.
- Provision of equipment for virtual meetings.

### **FINANCIAL COMPLIANCE**

- Successful Audit achieved for 2021/22 with Audit Wales

### **FINANCIAL MANAGEMENT**

- Minimal increase in local precept for 2021/22.
- Updated asset register, risk assessment register for insurance purpose.

### **GOOD GOVERNANCE**

- Updating and reviewing standing orders, financial regulations, code of conduct for members, donation policy, environment policy, asset register, and risk assessment register.

### **COMMUNITY REPRESENTATION**

- Represented the Llangelynnin area at Remembrance Sunday Church Service.
- Representation on local committees (Y Ganolfan) and events.

### **ASSET MAINTENANCE**

- Successful bid for grant towards a new Defibrillator for Rhoslefain.
- New Defibrillator protective cabinet purchased for Llwyngwril and Rhoslefain.

### **REPRESENTATION**

- Approximately 80% of Council meetings achieved 100% attendance.

# Llangelynnin Community Councillors

## Elected in May 2022

**Mr Ian R Williams**

Coed y Gweddill  
Llwyngwril  
LL37 2QJ

**Mr Huw Davies**

Cae'r Felin  
Llwyngwril  
LL37 2JY

**Mr Geraint Edwards**

Elfan  
Llwyngwril  
LL37 2JJ

**Mr Keith Carroll**

Morannedd  
Ffordd Celynnin  
Llwyngwril  
LL37 2JD

**Nicola Roberts**

17 Godre'r Gaer  
Llwyngwril  
LL37 2JZ

**Jenny Warne**

The Paddock  
Ffordd y Coleg  
Llwyngwril  
LL37 2UZ

**Mrs Jane Lawrence**

Bron Danw  
Llwyngwril  
LL37 2JQ

**Mr Geraint Micah**

24 Dolithel  
Bryncrug  
LL36 9RR

**Mr David Griffiths**

30 Godre'r Gaer  
Llwyngwril  
LL37 2JZ

**Francesca Pridding**

Cambrian Stores  
Llwyngwril  
LL37 2YJ