

# **LLANGYFELACH COMMUNITY COUNCIL.**

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## **CYNGOR CYMUNED LLANGYFELACH.**

### **MINUTES OF THE ANNUAL GENERAL MEETING OF THE COUNCIL HELD ON THURSDAY 11 MAY 2017.**

#### **Present: -**

Mrs. M. E. Boyter. (New Chairperson).     D. Belton. (Outgoing Chairman).  
P. R. Crayford.     P. Baker.  
P. Gibson

#### **Minute No. 1/2017. – Declaration of Acceptance of Office as a Councillor.**

The Clerk reported that all of the above Members Present had signed the Declaration of Acceptance of the Office as a Councillor.

**NOTED.**

#### **Minute No. 2/2017. – Election of Chairman & to receive the New Chairman's Declaration of Acceptance of the Office as Chairman.**

Councillor Mrs M. E. Boyter was elected unanimously as the Council's Chairman for the Council's year of office, commencing 11 May 2017 & signed the Declaration of Acceptance of the Office as Chairman of the Council.

**NOTED.**

#### **Minute No. 3/2017. – Vote of Thanks & Appreciation to last year's Chairman.**

Councillor M. E. Boyter moved a Vote of Thanks & Appreciation, on behalf of the Council to Councillor D. Belton, for his work for the benefit of residents of the Llangyfelach Ward & for the Council's appreciation for his diligence as the past year's Chairman of the Council.

**AGREED.**

#### **Minute No. 4/2017. – Election of Vice-Chairperson.**

Councillor P. Baker was elected unanimously as the Vice-Chairman for the Council's year of office, commencing 11 May 2017.

**AGREED.**

**(27/2017).**

**Minute No. 5/2017. – Apologises for Absence.**

The Clerk reported that he had received a verbal apology from Councillor D. G. Sullivan that he would be unable to attend tonight's Council meeting due to a prior appointment.

NOTED.

**Minute No. 6/2017. – Declaration of Interests from Members.**

The Clerk reported that there were no Declarations of Interests from Members.

AGREED.

**Minute No. 7/2017. - To consider the Minutes of the Council Meeting held on 13 April 2017.**

The Minutes of the Council Meeting held on 13 April 2017 were considered and accepted as a true record.

AGREED.

**Minute No. 8/2017 – To consider Matters arising from the Council Meeting held on 13 April 2017**

Nothing was raised under this Minute.

NOTED.

**Minute No. 9/2017. – To consider matters referred to this Council, from previous Council Meetings or arising from previous Council Meetings.**

The Clerk referred to the new Draft Model Financial Regulations (June 2016) for Community Councils, which had been referred to this Council Meeting.

**RESOLVED** that as there would be a new Chairman of the Finance Committee appointed tonight, that this matter be deferred until the July Council meeting.

NOTED.

**Minute No. 10/2017. – To receive questions from Members of the Public.**

The Clerk reported that no Members of the Public were present.

NOTED.

**Minute No. 11/2017. – Appointment of Committees & the Appointment of Chairman & Vice-Chairman of those Committees.**

(28/2017).

The Clerk drew to Members attention that the Chairman & Vice Chairman of the Council were to be Members of all Committees and all Members of the Council can attend **ALL Council Committee Meetings but ONLY the appointed Committee Members can VOTE in the relevant Committee Meetings.**

The Clerk referred to the list of last year's Chairmen, Vice-Chairmen & Committees, which had been circulated to Members, with tonight's Summons & Agenda, for their information.

**RESOLVED** that the undermentioned Members be appointed, to the following Committees:-

**(i). Finance Committee (which comprises 6 Members): -**

Councillors D. Belton, P. Baker, D. G. Sullivan, P. R. Crayford, Mrs M. E. Boyter were appointed to be the Members of the above Committee. There was one vacancy on the Committee & it was decided to defer the appointment to the vacancy until a future date. Councillor P. R. Crayford was appointed the Chairman, for the year commencing 11May 2017. The appointment of the Vice-Chairman of the Committee was deferred until the next Council Meeting.

**AGREED.**

**(ii). Highways and Footpaths Committee (which comprises 6 Members): -**

Councillors D. Belton, P. Baker, P. Gibson, & Mrs M. E. Boyter were appointed to be the Members of the above Committee, for the year commencing 11May 2017 & the appointment to the two vacancies were deferred until a future date. The appointment of the Chairman and Vice-Chairmanships were deferred until the next Council Meeting.

**AGREED.**

**(iii). Planning, Development & Land Committee (To comprise 6 Members): -**

Councillors D. Belton, P. Baker, P. R. Crayford, Mrs. M. E. Boyter & D.G.Sullivan were appointed to comprise the Members of the above Committee & it was decided to defer the appointment to the vacancy until a future date. Councillor P. Baker was appointed the Chairman for the year commencing 11May 2017. The Vice-Chairmanship of the Committee was left until the next meeting of the Council

**(iv). Race Relations Committee (which comprises 5 Members):-**

Councillors D. Belton, P. R. Crayford, P. Baker, & Mrs. M. E. Boyter were appointed to be the Members of the above Committee. There was one vacancy on the Committee & it was decided to defer the appointment to the vacancy until

**(29/2017).**

a future date. The appointment of the Chairman and Vice- Chairman were left until the next meeting of the Council.

**AGREED.**

**Minute No. 12/2017. – Appointment of Council’s Representatives to External Bodies.**

**(A). South Wales Police Meetings with Representatives of Community Councils. – PACT Meetings.**

**RESOLVED** that Councillor Mrs M. E. Boyter represent the Council at all PACT Meetings.

**(B). City & County of Swansea Forum Meetings with Community Councils.**

**RESOLVED** that Councillor P. R. Crayford, be appointed as the Council’s representative & the Clerk’s attendance at these meetings be an approved duty. In the absence of the Council’s representative, the Clerk be authorised to vote on behalf of the Council.

**(C). One Voice Wales Meetings.**

**RESOLVED** that Councillor P. R. Crayford be appointed as the Council’s representative. The Clerk’s attendance at these meetings be an approved duty.

**(D). The Society of Local Council Clerk’s Meetings.**

**RESOLVED** that the Clerk be appointed as the Council’s representative & the Clerk’s attendance at these meetings be an approved duty.

**Minute No. 13/2017. – Consideration of Payment of Annual Subscriptions (if any).**

The Clerk reported that he was not aware of any outstanding subscriptions, other than those mentioned in tonight’s Correspondence however there may be some, in future Council Correspondence.

**NOTED.**

**Minute No. 14/2017. – Consideration of the Chairman’s Allowance.**

**RESOLVED** unanimously to pay the sum of £400.00. to this year’s Chairman, Councillor M. E. Boyter.

**AGREED.**

**Minute No. 15/2017. – To consider any matter relating to the Penpant Estate, Llangyfelach.**

**(30/2017).**

The Clerk reported that no matters had been raised regarding the above Estate & there had been no report from the Police.

**NOTED.**

**Minute No. 16/2017. – To consider any matters relating to Highways & Footpaths.**

The Members discussed the speeding of vehicles from the M4 Junction 46 up Swansea Road & the potential hazard to vehicles leaving Pengors Road, to enter Swansea Road at this T junction. Vehicles accelerated up the hill with the partial blind exit from Pengors Road was an extreme hazard.

**RESOLVED** that the Clerk write to the City & County of Swansea's Highways Department requesting that 2 No. Average Speed cameras be placed – one outside Llangyfelach Chapel on Swansea Road & the other on Swansea Road, going out of the village of Llangyfelach towards Clase.

**Minute No. 17/2017. – Requirements from Pentagon for the Website Design of the new Council's Website Specification.**

The Clerk referred to the meeting of the Council's Website Sub-Committee which was to take place tomorrow, with Mr D. Rees of Pentagon, regarding the proposed site structure. (Copies of the Agenda had been sent all Members).

**NOTED.**

**Minute No. 18/2017. – To consider, for approval or amendment the 2017-2018 Llangyfelach Community Council's Risk Management Assessment Schedule.** (Copies had been sent to all Members).

**RESOLVED** to approve & adopt the above Council's Risk Management Assessment Schedule.

**Minute No. 19/2017. – To consider the new Model Draft Model Financial Regulations (June 2016) for the Community Council.**

The Clerk referred to the aforementioned Minute No 9/2017 which had dealt with this matter.

**NOTED.**

**Minute No. 20/2017. – To consider & approve/determine (if thought appropriate) all Correspondence received, including Invoices etc. & Requests for Payment (See tonight's Correspondence for details).**

The Clerk referred to the system of reporting Correspondence. A total of 19 Items of Correspondence had been received as per the List with the Council's Agenda; of which 15 had been **NOTED.**

(31/2017).

Decisions resolved on the **List of Correspondence** are as follows and based on the **No.** given in the List of Correspondence enclosed with the Council's Summons and Agenda.

**(A). Correspondence No. 7. (B). – Appointment of 2 No. Representatives to the quarterly meetings of One Voice Wales –Swansea Area Committee meetings.**

**RESOLVED** that Councillor P.R.Crayford be appointed to be the Council's Representative on the Swansea Area One Voice Wales Committee & the appointment of the second representative be referred to a future meeting.

**(B). Correspondence No. 3. (D). – Social Media Policy Template.**

The Clerk reported on the receipt of the above template received from One Voice Wales, a copy of which had been sent to every Member.

**RESOLVED** to consider the use of the template, as & when the new Council's website was up & running.

**(C). Correspondence No. 5. (B). – Quotations for Renewal of Council's Insurance Policy.**

The Clerk reported on the details of 3 No. Quotations for the Renewal of the Council's Insurance Policy (from 1 June 2017 to 31 May 2018) received from Came & Company, together with a core cover comparison chart & other relevant documents. (Copies of which had been sent to every Member).

The Quotations were as follows:-

Inspire/AXA.....	£324.14.
Hiscox.....	£347.15.
Ecclesiastical.....	£364.51.

Came & Company having checked the three insurance providers recommend that the Council accept the Inspire quotation.

**RESOLVED** that the Council accept the Insurance Quotation from Inspire & the sum of £324.14. (No VAT applicable) for the Council's insurance policy be paid to Came & Company.

**(D). Correspondence No. 7. – Request to place a Poster in the Council's Notice Board.**

**AGREED** to place a Poster from Marie Curie on the "Blooming Great Tea Party" in the Council's Notice Board.

**Minute No. 21/2017 – To consider all other matters, relating to Finance,**

**(32/2017).**

**(1). Balances.**

The Clerk reported that as at today's date, the Clerk had been verbally informed, by the Bank that the Council's Current Account stood at £13,777.30. and the Reserve Account at £21,923.75.

NOTED.

**(2). Payments Received.**

(A). City & County of Swansea (First part of Precept).....£8,000.00..

**(3). Payments to be Made.**

(A). D. Jenkins (Clerk's Gross Salary for May '17.....£730.60.  
Less Tax deducted..... 146.20.  
(Net May Salary to be paid in May'15).....£584.40.

(B). Post Office Ltd – for HM. Revenue & Customs  
(Tax deduction from Clerk's Gross Salary  
to be paid in May '17).....£146.20.  
N.I.Employee's Contribution. NIL  
Add. Council's N.I. Employer's Contribution.....6.98.  
(Total Tax & N.I.C's to be paid to Inland Revenue).....£153.18.

(C). Came & Company (Council's insurance policy  
payment for June 2017 to May 2018)..... £324.14.

(D). Councillor M. E. Boyter (This year's Chairman's  
Allowance).....£400.00.

RESOLVED that these payments be made.

**(4). Quotations for the Renewal of the Council's Insurance Policy from  
1 June 2017 to 31 May 2018.**

The Clerk reported that these matters had been dealt with under **Minute No. 20/2017. (C).** above & that no quotation had been received from Zurick Insurance.

NOTED.

**Minute No. 22/2017. – To consider any matters relating to the Christmas Festivities  
2017.**

Nothing was raised under this Minute.

NOTED.

(33/2017).

**Minute No. 23/2017. – Clerk’s Matters.**

- (A). Authority for the Clerk to attend all meetings of One Voice Wales, such attendance to be an approved duty**

**AGREED.**

- (B). Authority for the Clerk to attend & vote on behalf of the Council at meetings of the Community/Town Council’s Forum, if the Council’s representative is not present. The Clerk’s attendance at such meetings to be an approved duty**

**AGREED.**

- (C). Authority for the Clerk to attend all Meetings of the Society of Local Council Clerks, such attendance to be an approved duty**

**AGREED.**

- (D). Authority for the Clerk to offer, if he considers it appropriate, to the County Archivist for their safe keeping, any Council’s Minutes prior to 31 March 2015, which are in his possession.**

**AGREED.**

- (E). Authority for the Clerk to purchase minor office equipment, stationery & computer supplies etc. required for Council purposes.**

**AGREED.**

- (F), To grant delegated powers to the Clerk to pass Observations, on behalf of the Council, on all Planning Matters received during the Council’s summer recess & during the Christmas & New Year periods & in addition on all Pre-Consultations prior to a developer applying for planning permission to the Local Planning Authority; if the time limit set by the LPA or developer would be exceeded prior to the next Council meeting.**

**AGREED.**

**Minute No. 24/2017. – Purchase & Disposal of Books & Equipment etc.**

- (A). Authority for the Clerk to dispose of various books & Council correspondence including planning applications etc. if he considers it appropriate.**

**AGREED.**

- (B). Authority for the Clerk to dispose of items of Council equipment, not working & not economically repairable, to the City & County of Swansea’s tip.**

**AGREED.**



**(C). Authority for the Clerk to purchase Acts of Parliament, Welsh Government/Welsh Assembly Acts &/or documents, Wales Audit Office publications.**

**AGREED.**

**Minute No. 25/2017. Planning Matters.**

**(A). Weekly Lists of Registered Planning Applications.**

The following planning applications were discussed and Observations passed at the Annual General Meeting of the Council, held at 7.00.p.m.on 11 May 2017 at the Llangyfelach Church Hall, Swansea Road, Llangyfelach, Swansea: -

Week No.	Plan.Appl.No.	Location.	Proposed Development.
14/2017.	-	-	-
15/2017.	-	-	-
16/2017.	-	-	-
17/2017.	-	-	-

**(B). Any Other Planning Matters.**

Under Minute No.11/2017 Item G., the Clerk was granted plenary powers to pass the Community Council's Planning Observations in respect of Planning Application No. 2017/0593/FUL – SIG Roofing, 35, Bryntywod, Llangyfelach, Swansea. SA5. 7LF. & to respond to a Pre-Application Consultation, prior to Applying for Planning Permission in respect of Land to the West of Llangyfelach Road, Penderry, Swansea & a late Pre-Application Consultation, prior to Applying for Planning Permission in respect of A new Temporary Car Park at Morriston Hospital, Morriston, Swansea.

The Community Council's Observations & Comments were as follows:-

**(1). Planning Application No. 2017/0593/FUL – SIG Roofing, 35, Bryntywod, Llangyfelach, Swansea. SA5. 7LF.**

The Community Council wish to Object to the above planning application on the grounds that the permission, if granted, would result in an increase in the traffic, smell & rubbish that would result from this proposal & would be totally out of keeping in this residential area.

**(2). Pre- Consultation before Applying for Planning Permission. Land to the West of Llangyfelach Road, Penderry, Swansea.**

With regard to the request for a pre-application consultation response, prior to applying for

**(35/2017).**

planning permission in respect of **Land to the West of Llangyfelach Road, Penderry, Swansea** for an “Outline Planning Application (With All Matters Reserved apart from Strategic Access Junctions) for Residential-Led Mixed Use Development for up to 1950 no. new dwellings, to be developed in Phases, Including: Ground Preparation Works/Regrading of Site Levels As Necessary, The Creation Of A Link Road, Local Centre, Provision Of A Primary School, Community Facilities, Public Open Space, Landscaping (Including Sustainable Drainage Systems), Outdoor Sports Provision, Associated Services, Infrastructure & Engineering Works Including New Vehicular Access, Improvements To The Existing Highway Network & Ancillary Works.”

Llangyfelach Community Council commented as follows:-

- (a). Swansea Road, Llangyfelach is used frequently, for traffic travelling to & from Junction 46 of the M4 & often at speeds exceeding the relevant speed limit. Outside the proposed exit from the new spine road onto Swansea Road, it is down-hill & has been the subject of many speeding offences & a recent fatal road accident. The entrance/exit of the spine road from the proposed development is shown in Fig. 4.2 of Vectos Traffic Assessment as opposite Nos. 7 & 9 Swansea Road, Llangyfelach & it is proposed to control this access point with traffic lights. No account seems to have been made in respect of its very close proximity to Heol Pentrefelin Road & the substantial flow of traffic from this road onto Swansea Road, especially on the site exit side, of the proposed spine road, travelling to Llangyfelach Village & Junction 46 of the M4. Such traffic includes vehicles from the DVLA, Morriston Hospital, Clasemont Road, Morriston, Morriston Crematorium & Morriston. In addition, has the proposed development in the Draft LDP of 675 new dwellings on Strategic Site G – Land North of Clasemont Road, Morriston, the proposed 850 plus new dwellings on Strategic Site G – Land to the North West of Junction 46 of the M4, been taken into account plus the future expansion of the City & County of Swansea’s Business Park, on the former Felindre Steelworks site?  
It is assumed that your answer to this increase in traffic is another set of traffic lights at the junction of Heol Pentrefelin Road with Swansea Road? It would appear to the Community Council that such traffic lights, at both of these junctions would result in utter chaos & would only exacerbate & duplicate the traffic jams experienced at the lights at the junction of Heol Ddu/ Llangyfelach Road/Mynydd Garnllwyd crossroads, which would be minor in comparison. In addition, the proposed spine road when completed would probably result in the spine road becoming a short cut & “rat run” for most of the traffic using Heol Pentrefelin Road & Swansea Road, to travel to Swansea West & the Mumbles.
- (b). The Community Council are of the opinion that due to its comments in (1) above, that the proposed spine road should be built to a wider & higher specification than normal estate roads.
- (c). The Council would also suggest that the proposed Primary School should be set well back from the spine road & adequate car parking facilities for staff & parents picking up & dropping off children for school are provided to alleviate car parking on the road outside the school entrance.
- (d). The site has substantial areas of Japanese Knotweed & the Community Council request that

(36/2017).

besides eradicating this nuisance, that care is taken when vehicles leave the site, especially during the construction period, to ensure that none of this Knotweed is transported out onto neighbouring roads & adjoining properties.

(e). Foul Water Drainage. – It is proposed that the foul drainage for this site, comprising 1950 dwellings, a new Primary & a District Centre of approximately 16,000 sq. feet will be to the Gowerton Sewerage Works. It is well known to the Community Council that the Gowerton Sewerage Works has very little spare capacity & the Council is of the opinion that if the proposals contained in the Draft LDP are acted upon, then the Gowerton Sewerage Works will have to be greatly expanded to deal with over 3000 dwellings to be constructed in N & NW Swansea.

(f). Finally, the Community Council reserve the right to pass any further observations, when the planning application for this site, is referred to it by the Local Planning Authority.

**(3). Pre- Consultation before Applying for Planning Permission.  
Construction of a New Temporary Car Park At Morrision Hospital, Swansea.**

The Council had no Comments to make on this matter.

**Minute No. 26/2017. – Date of Next Council Meeting.**

**RESOLVED** that the next Council Meeting will be held on 22 June 2017.

**Approved by the Council & signed by the Chairman.....**

**Dated 22 June 2017.**