

# **LLANGYFELACH COMMUNITY COUNCIL.**

---

## **CYNGOR CYMUNED LLANGYFELACH.**

### **COUNCIL SUMMONS.**

**To the Chairman and Councillors, Llangyfelach Community Council.  
YOU are, hereby, summoned to attend the ANNUAL GENERAL MEETING of  
LLANGYFELACH COMMUNITY COUNCIL to be held on THURSDAY,  
11 MAY 2017 at the Llangyfelach Church, Swansea Road, Llangyfelach  
Swansea, commencing at 7.00.p.m. The business to be transacted is set out in the  
Agenda below.**

**Signed.....D. Jenkins. (Clerk to the Council).**

**THE MEETING IS OPEN  
TO ALL THOSE MEMBERS OF THE PUBLIC WHO WISH TO ATTEND).**

### **AGENDA.**

- 1. Elected Members' Declaration of Acceptance of Office as Councillors.**
- 2. Election of Chairperson and to receive the Chairperson's Declaration of Acceptance of Office as Chairperson.**
- 3. Election of Vice-Chairperson.**
- 4. Apologies for absence.**
- 5. Declaration of Interests:  
To receive Disclosures of Interests from Members in accordance with the provisions of the Code of Conduct ( as adopted at the Llangyfelach Community Council Meeting of 12th May 2016 – Minute No. 32/2016. refers).**  
  
**(NOTE: Members are requested to identify the Agenda Item/Minute Number and Subject Matter that their interest relates and whether they Withdrew from from the Meeting whilst the matter in which their interest relates).**
- 5. To consider the Minutes of the Council Meeting held on 13 April 2017.**
- 6. To consider Matters Arising from the Minutes of the Council Meeting held on 13 April 2017.**

**(1/2017).**

- 7. To consider matters referred to this Council, from previous Council Meetings.**
- 8. To receive questions from Members of the Public.**
- 9. Appointment of Committees, Appointment of Chairman and Vice-Chairmen of those Committees & to appoint Members to Committees for 2017 - 2018. (Copy sent to each Member, of last year's appointees).**
- 10. Appointment of Council's Representatives to External Bodies.**
- 11. Consideration of Payment of Annual Subscriptions (if any).**
- 12. Consideration of the Chairperson's Allowance.**
- 13. To consider any matter relating to the Penpant Estate, Llangyfelach.**
  - (A). Report from or on behalf of Police.**
- 14. To consider any matters relating to Highways and Footpaths.**
- 15. Requirements from Pentagon for the Website Design of the new Council Website. (Copy sent to Website Design Sub-Committee) & to each Member**
- 16. To consider the 2017-2018 Llangyfelach Community Council's Risk Management Assessment Schedule for Council's for approval or amendment. (Copy sent to each Member).**
- 17. To consider, approve/determine the action required (if thought appropriate) on the new Draft Model Financial Regulations (June 2016). Copy sent to each Member with the September 2016 Minutes).**
- 18. To consider & approve/determine (if though appropriate) all Correspondence received, including Invoices etc. & Requests for Payment (See tonight's Correspondence for details).**
- 19. To consider any other matters, relating to Finance including a Bank Reconciliation Statement as at 30 April 2017**
  - (A). Correspondence from Came & Co. with 3 No. Quotations for the renewal of the Council Insurance policy from 1 June 2017 to 31 May 2018. ((Copy sent to each Member).**
  - (B). Correspondence from Zurick Insurance with Quotations for the renewal of the Council Insurance policy from 1 June 2017 to 31 May 2018. ((Copy to be sent to each Member).**
- 20. To consider any matters relating to the Christmas Festivities 2017.**

**(2/2017).**

**21. Clerk's Matters:-**

- (A). Authority for the Clerk to attend & vote on behalf of the Council at meetings of One Voice Wales, if the Council's representative is not present, such attendance be an approved duty.**
- (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; such attendance be an approved duty.**
- (C). Authority for the Clerk to attend Meetings of the Society of Local Council Clerks; such attendance be an approved duty.**
- (D). Authority for the Clerk to offer, if he considers it appropriate, to the County Archivist, for the Council's safe keeping, any Council's Minutes, from 31 March 2016, which are in his possession.**
- (E). Authority for the Clerk to purchase minor office equipment & stationery etc. required for Council purposes. If in excess of £100. then Chairman of Finance's approval be first obtained.**
- (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 period, if the time limit set by the Local Planning Authority would be exceeded prior to the next Council Meeting.**

**22. Purchase and Disposal of Books, Equipment etc:-**

- (A). Authority for the Clerk to dispose of various Council correspondence including planning applications etc. if he considers it appropriate.**
- (B). Authority for the Clerk to dispose of items of Council equipment, that are not working & not economically repairable to the City & County of Swansea's tip.**
- (C). Authority for the Clerk to purchase Acts of Parliament, Welsh Government/Welsh Assembly Acts &/or documents, Wales Audit Office publications.**

**23. Planning Matters: -**

- (A). Planning Applications.**
- (B). Any Other Planning Matters.**

**24. Date of the Next Council Meeting.**

Signed.....D. Jenkins. (Clerk to the Council).

Dated 5 May 2017.

(3/2017).