

LLANGYFELACH COMMUNITY COUNCIL.

CYNGOR CYMUNED LLANGYFELACH.

MINUTES OF THE COUNCIL MEETING
HELD ON THURSDAY 22 JUNE 2017.

Present: -

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

Minute No. 27/2017. – 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. 28/2017. – Declaration of Interests from Members.

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

AGREED.

Minute No. 29/2017. - To consider the Minutes of the Annual General Council Meeting held on 11 May 2017.

The Minutes of the Annual General Council Meeting held on 11 May 2017 were considered and accepted as a true record, subject to a correction of Minute No.21/2017. The Clerk referred to **an error in Minute No. 21/2017. (2). (A). Payments Received.** The Clerk requested that the title to this Minute, **Payments Received & its contents** be deleted as it was a **duplication of Minute No. 12/2017. (B). (1).**

AGREED.

Minute No. 30/2017 – To consider Matters arising from the Annual General Council Meeting held on 11 May 2017

Nothing was raised under this Minute.

NOTED.

Minute No. 31/2017. – To consider matters referred to this Council, from previous Council Meetings or arising from previous Council Meetings.

(46/ 2017).

(A). 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 was a new Chairman of the Finance Committee appointed at the AGM, that this matter be deferred until the July Council meeting.

(B). The Clerk referred to Minute No. 11/2017. – Appointment of Chairmen & Vice-Chairmen of the Council's Committees. The Clerk drew to Members attention that only two of the four Council Committees viz the Chairman of the Finance Committee & the Chairman of the Planning, Development & Land Committee had been appointed at the last Meeting of the Council & it been resolved to refer the other Chairmanships & Vice Chairmanships of Committees to this Council.

RESOLVED:-

- (a). to appoint Councillor D. Belton to be the Chairman of the Highways & Footpaths Committee & to appoint Councillor P. Gibson to the vacancy on the Race Relations Committee & make him the Chairman of that Committee.
- (b). to appoint the Chairman of the Council, Councillor Mrs M. E. Boyter to be a Member of the Council's Website Sub-Committee &
- (c). to make the Chairman of the Council, the Vice Chairman of all the Council's Committees & Sub Committees.

Minute No. 32/2017. – To receive questions from Members of the Public.

The Chairman of the Council adjourned the Council Meeting in order that a Member of the Public could address the Council.

A resident of Pengors Road complained that there did not appear to be any progress on the parking restrictions that were discussed at the Community Council's Meeting of 27 October 2016 regarding steps to restrict car parking along Pengors Road.

The Chairman of the Council reconvened the Meeting in order that Members of the Council could discuss this matter.

RESOLVED to request Councillor Sullivan to report on the latest position regarding this matter at the next Council.

Minute No. 33/2017. – To consider any matter relating to the Penpant Estate, Llangyfelach.

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

NOTED.

(47/2017).

Minute No. 34/2017. – To consider any matters relating to Highways & Footpaths.

The Clerk reported that he had nothing to report on this item.

NOTED.

Minute No. 35/2017. – New Play Equipment on either of the designated play areas in Llangyfelach.

The Clerk reported that this Item had been placed on the Agenda at the specific request of Councillor D. G. Sullivan & in the circumstances, due to his absence from this meeting; the Clerk suggested that this matter be referred to the next Council Meeting.

AGREED.

Minute No. 36/2017. – Latest position on the transfer of land at Y Llwyni, Llangyfelach.

The Clerk informed the Members that he had nothing new to report on this matter.

NOTED.

Minute No. 37/2017. – Latest position on the new Council's Website.

The Clerk referred to the copy of the Minutes of the Council's Website Sub-Committee meeting of the 12 May 2017 which had been sent to each Member.

NOTED.

Minute No. 38/2017. – 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 37 Items of Correspondence had been received as per the List of Correspondence; of which 27 had been **NOTED**.

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. 5. – Invoice No. SM17862. from RBS software.

RESOLVED that the Council pay the sum of £116.00. (plus £23.20.VAT) to Rialtas Business Solutions Ltd for the renewal of their Alpha Software Annual Support for one year from 23 June 2017.

(48/2017).

(B). Correspondence No. 6. (A). – Swan CD Ltd - Invoice No.52698.

RESOLVED to pay Swan CD Ltd the sum of £29.17. (plus £5.83 VAT) for the purchase of Norton Security.

(C). Correspondence No. 6. (B). – Swan CD Ltd - Invoice No.52900.

RESOLVED to pay Swan CD Ltd the sum of £12.50. (plus £2.50. VAT) for the purchase of 3 No. compatible coloured ink cartridges for Council's Canon printer.

(D). Correspondence No. 6. (C). – Swan CD Ltd - Invoice No.52955.

RESOLVED to pay Swan CD Ltd the sum of £150.00. (plus £30.00. VAT) for the purchase of an On site maintenance agreement for Council's PC equipment from 23/6/17 to 22/6/18.

(E). Correspondence No. 6. (D). – Swan CD Ltd - Invoice No.52728.

RESOLVED to pay Swan CD Ltd the sum of £58.33. (plus £11.67. VAT) for the purchase of 2 No. compatible ink toners for the Council's laser jet printer.

(F). Correspondence No. 6. (E). – Swan CD Ltd - Invoice No.52986.

RESOLVED to pay Swan CD Ltd the sum of £4.17. (plus £0.83. VAT) for the purchase of 1 No. compatible black ink Canon cartridge for the Council's Canon printer.

(G). Correspondence No. 15. – D. Jenkins. – Refund for 2 No. reams of paper.

RESOLVED to pay the Clerk, D. Jenkins the sum of £5.00. (No VAT payable) for the purchase of 2 No. reams of paper.

(H). Correspondence No. 16. – Request for financial assistance – The Llangyfelach W.I.

RESOLVED to donate the sum of £100.00. to the Llangyfelach W.I towards their 2 No. cultural & educational visits to Woollen Mill at Henllan & the Royal Mint.

(I). Correspondence No. 17. – Request from Tonia Antoniazzi. M.P. for list of the Community Councillors names & addresses.

AGREED.

(J). Correspondence No. 18. – Request from Councillor D. G. Sullivan to place on the next Council's Agenda a request for new play equipment in either of the designated play areas in the Ward.

(49/2017).

The Clerk referred to the aforementioned Minute No. 35/2017 which has dealt with this request.

NOTED.

Minute No. 39/2017 – To consider all other matters, relating to Finance,

(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 £12,131.10. and the Reserve Account at £21,923.95.

NOTED.

(2). Payments to be Made.

- (A). D. Jenkins (Clerk's Gross Salary for June '17.....£730.60.
Less Tax deducted..... 146.00.
(Net May Salary to be paid in June'17).....£584.60.
- (B). Post Office Ltd – for HM. Revenue & Customs
(Tax deduction from Clerk's Gross Salary
to be paid in June '17).....£146.00.
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).....£152.98.
- (C). Invoice No. SM17862. – Rialtas Business Solutions Ltd
(Renewal of their Alfa Software Annual Support).....£139.20.
- (D). Swan CD Ltd - Invoice No.52698. (Purchase of
Norton Security).....£35.00.
- (E). Swan CD Ltd - Invoice No.52900. ((Purchase of
3 No. compatible coloured ink cartridges).....£15.00.
- (F). Swan CD Ltd - Invoice No.52955. ((Purchase of
On site maintenance agreement for PC).....£180.00.
- (G). Swan CD Ltd - Invoice No.52728. ((Purchase of
2 No. compatible ink toners).....£70.00.
- (H). Swan CD Ltd - Invoice No.52986. ((Purchase of
1 No. compatible black ink Canon cartridge).....£5.00.
- (I). D. Jenkins (Refund to Clerk for purchase of 2 No.
reams of paper).....£5.00.

(50/2017).

- (J). Llangyfelach W.I. (Donation towards 2 No. cultural & educational visits).....£100.00.

RESOLVED that these payments be made.

(4). Internal Auditor’ Report for the financial year ending 31 March 2017.

The Clerk referred to the Annual Return (copy given to each Member) for the financial year ending 31 March 2017 which contained the Internal Auditor’s Report together with a copy of a letter, dated 18 June 2017, from the Internal Auditor (copy given to each Member) confirming he had carried out all the prescribed tests as detailed in the “Governance & Accountability for Local Councils in Wales: A Practitioner’s Guide 2011” as amended.

NOTED.

(5). External Auditors requirements for the 2016-17 External Audit & the Annual Return for the year ended 31 March 2017 (Copy given to each Member) & if the Council is satisfied, then Section 3 of the Return is to be signed & dated by the person presiding at the Meeting at which the Council approved the Return.

RESOLVED that in the Annual Return, the Chairman of the Council, sign under the heading Council Approval & Certification, the Council’s approval of the contents of the Return.

Minute No. 40/2017. – To consider any matters relating to the Christmas Festivities 2017.

Nothing was raised under this Minute.

NOTED.

Minute No. 41/2017. – Clerk’s Matters.

(A). The Clerk informed the Council that the Council’s NatWest Bank required a New Mandate for online banking.

RESOLVED that the Clerk obtain & complete the Mandate forms & return them to the next Council Meeting should Members signatures be required.

(B). Debit Card for the Clerk.

RESOLVED that the Clerk make enquiries at the Bank regarding the provision of a Debit card for the Clerk & report to the next Council.

(51/2017).

Minute No. 42/2017. – Purchase of Books, Equipment etc.

The Clerk informed the Members that he had nothing report on this item.

NOTED.

Minute No. 43/2017. Planning Matters.

(A). Weekly Lists of Registered Planning Applications.

The following planning applications were discussed and Observations passed at the Meeting of the Council, held at 7.00.p.m.on 22 June 2017 at the Llangyfelach Church Hall, Swansea Road, Llangyfelach, Swansea: -

Week No.	Plan.Appl.No.	Location.	Proposed Development.
18/2017.	2017/0963/FUL.	8, Maes-Y-Dderwen, Llangyfelach, Swansea. SA6. 6ET.	Demolition of existing conservatory & construction of single storey rear extension

Council's Observations.

No Observations were passed.

19/2017.	-	-	-
20/2017.	2017/1077/FUL.	Meadow View, 3, Bryntywod, Llangyfelach, Swansea. SA5. 7LF.	Part two storey part single storey rear extension.

Council's Observations.

No Observations were passed.

21/2017.	-	-	-
22/2017.	-	-	-
23/2017.	-	-	-

(B). Any Other Planning Matters.

None.

(52/2017).

Minute No. 44/2017. – Date of Next Council Meeting.

RESOLVED that the next Council Meeting will be held on 20 July 2017.

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

Dated 20 July 2017.