

LLANGYFELACH COMMUNITY COUNCIL.

CYNGOR CYMUNED LLANGYFELACH.

MINUTES OF THE COUNCIL MEETING HELD ON THURSDAY 12 APRIL 2018.

Present: -

M. E. Boyter. (Chair)
D. Belton.

P.R.Crayford
M. A. Glover.

Minute No. 1/2018 – Apologies for Absence.

The Clerk reported that he had received a verbal apologies from Councillor Mr P. Baker (Holidays) & Councillors K. Roderick, P. Gibson & D.G.Sullivan (Prior Appointments).

NOTED.

Minute No. 2/2018 – Declaration of Interests from Members.

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

NOTED.

Minute No. 3/2018 - To consider the Minutes of the Council meeting held on 15 March 2018

AGREED.

Minute No. 4/2018 - To consider Matters Arising from the Minutes of the Council Meeting held on 15 March 2018

The Minutes of the Council Meeting held on 15 March 2018 were considered & accepted as a true record, subject to:-

(1). Minute No. 136/2017. A.

The Clerk requested the amendment of the resolution of Minute No. 136/2017. A. to read “**RESOLVED to await the response of the pupils of Llangyfelach P.S. before the Council decided whether to pursue this matter further.**”

AGREED.

(21/2018).

(2). Page Nos. of the 15 March 2018 Council Minutes.

The Clerk reported that the Page Nos. of the above Council were incorrect & shown as Nos 174/2017 to 180/2017 & should be corrected to read Page Nos. 172/2017 to 178/2017. The Clerk requested that these corrections be approved.

AGREED.

Minute No. 5/2018 - To consider the matters raised &/or referred to this Council, from previous Council Meetings

- (A). **Minute No. 11/2018. (B). of the 2017 March Council - 6th Llangyfelach Scout Group – Assistance towards creating a community area at the rear of the Scout Hall, Llangyfelach.**

RESOLVED to refer this matter to the May 2018 Council Meeting,

- (B). **Minutes of the Council Meeting held on Thursday 8 February 2018.**

The Clerk requested that immediately after the above Heading of the Council's approved Minutes, there should be inserted "As prepared by the Clerk from the Notes & Minutes prepared by Councillor K. Roderick".

AGREED.

Minute No. 6/2018. – To receive questions from Members of the Public,

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

NOTED.

Minute No. 7/2018. – To consider any matter relating to the Llangyfelach Ward Llangyfelach, including a report from the local PCSO

Nothing was raised under this Item & the Clerk reported that no report had been received from the PCSO.

NOTED

Minute No. 8/2018. – To consider any matters relating to Highways & Footpaths.

No matters were raised under this item

NOTED

Minute No. 9/2018 – Latest position on the proposed lease of land at Y Llwyni, Llangyfelach.

(22/2018).

The Clerk stated he had nothing new to report on this matter.

NOTED

Minute No.10 /2018. –Welsh Audit Office - Survey of Town & Community Councils.

The Clerk reported that a hard copy of the completed survey had been sent to each Member with the Council Summons and Agenda.

NOTED.

Minute No. 11/2018 – To consider & approve/determine/action (if thought appropriate) all Correspondence received, including Invoices etc. & Requests for Payment (See tonight’s Correspondence & Schedule for Payments, for details).

The Clerk referred to the system of reporting Correspondence. A total of 39 Items of Correspondence had been received as per the List of Correspondence. 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. (B). – Clerk’s comments of the refusal of the City & County of Swansea to use their Data Protection Officer (DPO), when appointed.

The Clerk commented that it was a requirement of the Data Protection Regulations that the Council has to have a Data Protection Officer on 25 May 2018. He had approached several of the Clerks of the adjoining Community Councils but not one Community Council had to date appointed a DPO nor had they consider the appointment of a joint DPO to represent adjoining Community Councils. At present the advice of the Society of Local Council Clerks & One Voice Wales was not to appoint a DPO, as attempts were being made to amend the current Data Protection Bill going through Parliament to exclude small Community Councils from having to provide a DPO.

RESOLVED to refer this matter to the next Council meeting.

(B). Correspondence No. 7. (B). – Consultation Paper from the Welsh Government – Green Paper on Strengthening Local Government. (Closing date for responses 12 June 2018.

RESOLVED to refer this matter to the next Council meeting.

(C). Correspondence No. 12. (A). – City & County of Swansea – Recharges for Community & Town Council Elections 2017.

RESOLVED to pay the City & County of Swansea the sum of £195.00. (No VAT payable) for the Recharges for Community & Town Council Elections 2017.

(23/2018).

(D). Correspondence No. 12. (B). – Refund of the Clerk’s expenditure.

RESOLVED to pay D.Jenkins the sum of £10.00. (No VAT payable) for the purchase of 4 reams of paper for the Council’s computer.

(E). Correspondence No. 12. (C). – Renewal of the subscription for the Local Councils Update.

RESOLVED to pay Clerks & Councils Direct, the sum of £75.00. (No VAT payable) for the print version only of the above publication.

(F). Correspondence No. 12. (D). – Membership of One Voice Wales 2018/19.

RESOLVED to pay One Voice Wales the sum of £330.00. (No VAT payable) for the Council’s renewal of its Membership of One Voice Wales for 2018/19.

(G). Correspondence No. 13. (C). – Request for a Donation/Grant towards Llangyfelach Fitness.

RESOLVED to refer this request to the next Council Meeting after the Clerk has ascertained the name of the Club, its Officers, details of their Bank account & address for future correspondence.

(H). Correspondence No. 22. – Mandate for Telephone Banking.

RESOLVED to refer this matter to the next Council.

Minute No. 12/2018 – To consider all 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 £7,035.44. and the Reserve Account at £21,929.20.

NOTED.

(2). Payment Received.

HM Revenue & Customs. (VAT Repayment for 2016/17).....£634.87.

(3). Payments to be Made.

(A). D. Jenkins (Clerk’s Gross Salary for April’18.....£730.60.
Less Tax deducted (Net April Salary to be paid in April’18).....**(Deferred to the**

May Council Meeting).
(24/2018).

- (B). Post Office Ltd – for HM. Revenue & Customs.
(Tax deduction from Clerk’s Gross Salary
to be paid in April ’18)..... £
N.I.Employee’s Contribution. NIL
Add. Council’s N.I. Employer’s Contribution.....£____
(Total Tax & N.I.C’s to be paid to Inland Revenue).....**(Deferred to
the May Council Meeting).**
- (C). City & County of Swansea (Recharges for
Community & Town Council Elections 2017).....£195.00.
- (D). D.Jenkins (purchase of 4 reams of paper for
the Council’s computer).....£10.00.
- (E). Clerks & Councils Direct,(Renewal of the subscription
for the Local Councils Update).....£75.00.
- (F), One Voice Wales (Renewal of Membership 2018/19).....£330.00.

RESOLVED that these payments be made.

Minute No. 13/2018 – To consider all other matters relating to Finance.

- (A). **To receive Bank Reconciliation Statements for the Council’s Current & Business Reserve Accounts as at 31 March 2018, Detailed Receipts & Payments by Budget Headings 31 March 2018 & the Vat Return to be submitted to HMRC for year ending 31 March 2018.**

NOTED.

- (B). **Schedule of Payment Received & Payments Made.
Refusal.**

The Clerk referred to the above Minute No.12/2018.(2).for Payments Received & Minute No. 13/2018. (C), (D), (E) & (F).for payments approved.

NOTED.

Minute No. 14/2018 – To consider any matters relating to the Christmas Festivities 2018 & 2019.

Nothing was raised under this Item.

NOTED

Minute No. 15/2018 – To consider the appointment of a Data Protection Officer (DPO) for this Council.

(25/2018).

The Clerk referred to Minute No.11/2018. (A). which had already covered this matter.

AGREED.

Minute No. 16/2018 – Clerk’s Matters including:-

(A). Purchase and Disposal of Books, Equipment etc.

The Clerk reported that he had nothing to report under this Item.

NOTED.

(B). Further request for payment of the provision & servicing, last year, of the Council’s former Website undertaken by the Headmaster of Llangyfelach Primary School.

The Members discussed this further request.

RESOLVED that the previous Council Minute No. 11/2017. Item J. of the Council Meeting held on 13 April 2017 be reaffirmed viz. that the Council resolved not to agree to this request.

(C). Payment of Administration Costs & Clerk’s Expenses from 1 April 2017 to 31 March 2018.

The Clerk referred to Minute No.136/2017 which authorised The Chairman of Finance & Councillor P. Gibson to inspect the relevant Administration & Clerk’s Expenditure from 1 April 2017 to 30 November 2017 (January 2018 Council) & if satisfied were granted plenary powers to authorise, sign & pay the relevant cheques. However the Clerk had provided details of the above expenditure he had occurred for the Council from 1 April 2017 to 31 March 2018 amounting to £795.19.

RESOLVED & AGREED that:-

- (1). the above Minute No. 136/2017 be amended to read from 1 April 2017 to 31 March 2018 &
- (2). that in the above corrected Minute, the aforementioned Members plenary powers be extend to cover the amended period.

(D). Placing of information on the new website.

RESOLVED that in future all items for the website be forwarded to the Clerk for Pentagon to then insert them in the new website.

Minute No. 17/2018 – Planning Matters: -

(26/2018).

(A). Planning Applications.

Week No.	Plan.Appl.No.	Location.	Proposed Development.
10/2018.	-	-	-
11/2018.	2018/0617/PLD.	34,Heol Pentre Felin, Llangyfelach, Swansea. SA6. 6BY.	Single storey side extension (application for a Certificate of Proposed Lawful Development).

Council's Observations/Remarks.

There were no Council Observations.

2018/0631/NMA.	Henllan, 58, Swansea Road, Llangyfelach, Swansea. SA5. 7JA,	Non Material Amendment to planning permission 2016/3453/ FUL granted 20 February 2017 to allow for fenestration alterations.
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Council's Observations/Remarks.

There were no Council Observations.

12/2018.	-	-	-
13/2018.	-	-	-

(B). Any Other Planning Matters.

None.

Minute No.18/2018 -Date of the next Council Meeting.

The next Council Meeting is the Annual General Meeting & will be held on 10 May 2018.

Approved by the Council & signed by the Chairperson.....

Dated...10 May 2018.

(27/2018).