

# **LLANGYFELACH COMMUNITY COUNCIL.**

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## **CYNGOR CYMUNED LLANGYFELACH.**

### **MINUTES OF THE COUNCIL MEETING HELD ON THURSDAY 14 JUNE 2018.**

#### **Present: -**

P. Baker. (Chairman).  
M.A.Glover.

P. Gibson.  
K. Roderick.

D.G.Sullivan

#### **Minute No. 48/2018. – Apologies for Absence.**

The Clerk reported that he had received verbal apologies from Councillor P.R.Crayford. (Holidays) & Councillor Mrs M.E.Boytert (Illness in the family) & that they would be unable to attend tonight's Council meeting..

NOTED.

#### **Minute No. 49/2018. – Declaration of Interests from Members.**

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

AGREED.

#### **Minute No. 50/2018. - To consider the Minutes of the Annual General Council Meeting held on 10 May 2018.**

The Minutes of the AGM held on 10 May 2018 were considered and accepted as a true record.

NOTED.

#### **Minute No. 51/2018 – To consider Matters arising from the Annual General Council Meeting held on 10 May 2018**

Nothing was raised under this Minute.

NOTED.

#### **Minute No. 52/2018. – To consider matters referred to this Council, from previous Council Meetings or arising from previous Council Meetings.**

(60/2018).

**Minute No. 53/2018. – To receive questions from Members of the Public.**

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

**NOTED.**

**Minute No. 54/2018. – To consider any matters relating to the Llangyfelach Ward, Llangyfelach.**

Nothing was raised under this Minute.

**NOTED.**

**Minute No. 55/2018. – To consider any matters relating to Highways & Footpaths,**

Members requested the Clerk to write, again, to Swansea City's Highway Department regarding the serious risk to children, who are picked up on Heol Pentrefelin Road & the Community Council's request that 2 No. average speed cameras be placed – one outside Llangyfelach Chapel, on Swansea Road, Llangyfelach & the other on Swansea Road, going out of the village of Llangyfelach towards Clase.

**RESOLVED** that the Clerk write to Mr Jeff Green, Highway Safety Manager, The Guildhall, regarding these matters.

**Minute No. 56/2018. – Latest position on transfer of land at Y Llwyni, Llangyfelach.**

The Clerk reported that he had still not heard anything new via the Community Council's solicitors, as they were still awaiting the receipt of a draft lease for the above land from the City & County of Swansea's Legal Department.

Councillor D. G. Sullivan said he would chase this this long outstanding matter with the Head of Swansea Legal Department.

**NOTED.**

**Minute No. 57/2018. – 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 48 Items of Correspondence had been received as per the List of Correspondence with the Council's Agenda; of which 31 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. 2. - 2018-2019 National Salary Award..**

The Clerk referred to the Clerk's new salary from 1 April 2018 based on the

**(61/2018).**

National Joint Council for Local Government Service (NJC) 2018 -2019 National Salary Award, a copy of which, together with a copy of the calculation of the existing Part-Time Clerk's salary based on this Award, had been sent to each Member with this Council's Summons & Agenda.

**RESOLVED** to pay the Clerk, as from 1 April 2018, the new salary in accordance with the above calculation based on the above Award.

- (B). **Correspondence No 5. – Nomination of Council's Representative on One Voice Wales.**

**RESOLVED**, subject to Councillor P.R.Crayford's approval, that he be appointed the Community Council's representative of One Voice Wales.

- (C). **Correspondence No. 5. A. – One Voice Wales/Society of Local Council Clerks Joint Event at the Metropole Hotel, Llandriddod Wells on 16 May 2018.**

**RESOLVED** to pay SLCC the sum of £90.00. (incl £15.00. VAT) for the Clerk's attendance at the above Event.

- (D). **Correspondence No. 7. – Auditor General – Review of how Public Bodies in Wales are implementing the new legislation – Wellbeing of Future Generations (Wales) act 2015.**

**RESOLVED** that the Clerk ascertain from other Community Councils how they they are implementing this legislation.

- (E). **Correspondence No. 9. – Proposed Development on land adjacent to Parc Felindre Business Park, north-west of M4 of motorway junction 46, Llangyfelach, Swansea. Pre-consultation Notice prior to applying for Planning Permission.**

**RESOLVED** to grant plenary powers to the Clerk, to submit representations, on behalf of the Council, to object to the above proposed development.

- (F). **Correspondence No. 14. – Annual Invoice – Alpha Software.**

**RESOLVED** to pay Rialtas Business Solutions Ltd the sum of £142.80. (incl. £23.80. VAT) for the use of the above software & support.

- (G). **Correspondence No. 17. – Request to place a Children, Young People & Democracy in Wales for a Meeting in the Senedd on 20 June 2018 between 12.00.pm. – 14.00.p.m.**

**AGREED.**

- (G). **Correspondence No. 21. – New Model; Standing Orders 2018.**

**RESOLVED** to refer to the July Council meeting.  
(62/2018).

(H). **Correspondence No. 23. – Application form for Clerk’s Training Bursary Scheme in Wales.**

**RESOLVED** that the Chairman sign this form which will result in the Council being refunded £100.00. towards the Clerk’s attendance at the SLCC 2018 AGM & Conference in October 2018.

(I). **Correspondence No. 26. – Refund for purchase of stationery & photocopying.**

**RESOLVED** to pay D. Jenkins the sum of £2.04. (NO VAT applicable).for the purchase of the above items

(J). **Correspondence No. 26. A to D – Notices & Policies under the General Data Protection Regulations(GDPR) & the Data Protection Act 2018.**

The Clerk referred to proformas received from SLCC & NALC (via One Voice Wales) as examples & specimens of forms & policies for use by Community Councils.

**RESOLVED** to use the specimen forms from the Society of Local Council Clerks.

(K). **Correspondence No. 30. A. – Estimate No. 27887 from Swan CD Ltd as to state of Council’s Laptop & cost of an Upgrade. (Copy sent to each Member).**

**RESOLVED** not to upgrade, remove memory & dispose of laptop to tip.

(L). **Correspondence No. 30. B – Estimates from Swan CD Ltd for 3 No. comparable but new laptops – Estimate Nos 27966, 27967 & 27968.**

- (i). Estimate No. 27966, - Toshiba Sat Pro Pentium 4405U  
4GB 128GB SSD DVD-RW 14 inch  
Windows 10 Professional Laptop Plus  
Extra 4 Gb Memory.....£548.00.
- (ii). Estimate No. 27967, - Dell Vostro 3568 Core i3-7130U  
4GB 128GB SSD DVD-RW 15.6 inch  
Windows 10 Pro Laptop Plus  
4 GB DDR 3 RAM.....£560.00.
- (iii). Estimate No. 27968, - HP 250 G6 Core i5-7200U 4GB 500 GB  
DVD-RW 15.6inch Windows 10 Pro Laptop  
Plus 4GB DDR 3 RAM.....£540.00.

All prices shown include VAT

**RESOLVED** that Councillor M.A. Clover be granted plenary powers to assess & recommend to the Clerk the most appropriate laptop, from the above machines & he be authorised to instruct the Clerk to purchase a new laptop for the Council’s use.

(63/2018).



- (D). Rialtas Business Solutions Ltd (Invoice Alpha Software).....£142,80.
- (E). D. Jenkins (Refund for purchases of stationery  
& photocopying).....£2.04.
- (F). Swan CD Ltd (Renewal of Annual Maintenance of  
Council's computer, printers etc).....£192.00.
- (G). SLCC (2018 National Conference).....£414.00.

**RESOLVED** that these payments be made.

**Minute No. 61/2018. (A).– To consider the Internal Auditor's Report for the financial year ending 31 March 2018.**

The Clerk referred to the Annual Return (copy given to each Member) for the financial year ending 31 March 2018 which contained the Internal Auditor's Report together with a copy of a letter, dated 8 June 2018, 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.**

**Minute No. 61/2018. (B).– External Auditors requirements for the 2017-18 External Audit & the Annual Return for the year ended 31 March 2018 (Copy given to each Member). When the Council has completed Part 2 of the Annual Return & 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.**

The Council completed Part 2 of the Annual Return & authorised the Chairman of the Council, to sign, under the heading Council Approval & Certification, the Council's approval of the contents of 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. 62/2018. – To consider any matters relating to the Christmas Festivities 2018.**

Nothing was raised under this Minute.

**NOTED.**

**Minute No. 63/2018. – Clerk's Matters.**

**(A). Council's new Bank Mandate for latest Members.**

(65/2018)

The Clerk referred to a new Bank Mandate for Councillors K. Richardson & M.A. Glover, he had prepared for the latest two Members to sign & take to the Bank to ensure they could sign Council cheques.

**RESOLVED** that both of the above Councillors be authorised to sign Council cheques.

**(B). Approval for the Clerk to the Council to be provided with any information he requires on the Community Council's Accounts, transfer funds between the Accounts & open an Online & telephone Banking Service for these Accounts**

**RESOLVED** that the Clerk (Mr D. Jenkins) be authorised in accordance with the above Minute.

**Minute No. 64/2018. – Purchase & Disposal of Books & Equipment etc.**

The Clerk stated that nothing was raised under this Minute other than the disposal of the Council's old laptop referred to under Minute No.57/2018. Correspondence (K) above.

**NOTED.**

**Minute No. 65/2018. 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 10 May 2018 at the Llangyfelach Church Hall, Swansea Road, Llangyfelach, Swansea: -

Week No.	Plan.Appl.No.	Location.	Proposed Development.
18/2018.	-	-	-
19/2018.	-	-	-
20/2018.	-	-	-
21/2018.	2018/1120/PLD.	8, Fairview, Llangyfelach, Swansea. SA5. 7JJ.	Single storey side extension (Application for a Certificate of Proposed Lawful Development).

**Council's Observations.**

**There were no Council Observations.**

22/2018.	-	-	-
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**N.B. From 1 June 2017 the City & County of Swansea are no longer providing hard**

**(66/2018).**

**copies of planning applications or the weekly list. Details of the planning applications can be viewed online at <http://property.swansea.gov.uk>**

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

**(1). Preconsultation. (Summary of a letter, dated 23 May 2018, received from Louise Darch, Senior Town Planner for & on behalf of WYG Environment Transport Ltd).**

- (a). Town & Country Planning (Development Management Procedure) (Wales) Order 2012 as amended.

Publicity under articles 2C & 2D before applying for planning permission.  
Proposed development on land adjacent to Parc Felindre Business Park, north-west of M4 motorway junction 46, Llangyfelach, Swansea.

Welsh Ministers are intending to apply to the Council of the City & County of Swansea for outline planning for the following development:

*Mixed-use development comprising residential development (up to 800 dwellings, including affordable housing), primary school, local centre (village hall(ClassD1) & retail space (Class A1) with flats above), recreational facilities, open space, improvements to existing road bridges, habitat enhancement & management, & all associated building & engineering operations& landscaping.*

**Closing date for pre-application consultation on the proposed development response to be provided by midnight on 24 June 2018 & sent to [louise.darch@wyg.com](mailto:louise.darch@wyg.com)**

The draft planning application form, application drawings & supporting reports may be viewed on line at: <https://www.wyg.com/consultations.felindre-swansea-swansea> Should they be required, computer facilities are available to view this information at Morryston Library, Treharne Roads, Morryston, Swansea. Note the Library is closed on Sundays.

- (b). Copy of **Town & Country Planning (Development Management Procedure) (Wales) Order 2012 as amended.**

**PUBLICITY AND CONSULTATION BEFORE APPLYING FOR PLANNING PERMISSION  
NOTICE UNDER ARTICLES 2C & 2D.**

**Purpose of this notice:** this notice provides the opportunity to comment directly to the developer on a proposed development prior to the submission of a planning application to the local planning authority (“LPA”). Any subsequent planning application will be publicised by the relevant LPA; any comments provided in the response to this notice will not prejudice your ability to make representations to the LPA on any relevant planning application. You should note that any comments submitted may be placed on the public file.

**Proposed development on land adjacent to Parc Felindre Business Park, north-west of M4 motorway junction 46, Llangyfelach, Swansea.**



**I give notice that:** the Welsh Ministers are intending to apply for outline planning permission for a mixed-use development comprising residential development (up to 800 dwellings, including affordable housing), primary school, local centre (village hall(ClassD1) & retail space (Class A1) with flats above), recreational facilities, open space, improvements to existing road bridges, habitant enhancement & management, & all associated building & engineering operations & landscaping.

You may inspect copies of:

- the proposed application;
- the plans; and
- other supporting documents

online at: <https://www.wyg.com/consultations.felindre-swanea>

Computer facilities are available to view this information at Morryston Library, Treharne Roads, Morryston, Swansea. SA6. 7AA between the hours of 9am to 6pm Monday to Friday & 9am to 5pm Saturday (Closed Sunday).

Anyone who wishes to make representations about this proposed development must write to agent, WYG Environment Planning Transport Ltd, at [louise.darch@wyg.com](mailto:louise.darch@wyg.com) or by post to Floor 5, Longcross Court, 47, Newport Road, Cardiff CF24. 0AD by midnight on Saturday, 24 June 2018.

Signed: ... Louise Darch.

For and on behalf of WYG Environment Planning Transport Ltd.

Date: 23 May 2018.

**NOTED & RESOLVED** that the Council wished to make representations to WYG Environment Planning Transport Ltd. that they wished to object to this proposed development & plenary powers be granted to the Clerk to make such representations on behalf of the Council to this pre-consultation prior to their applying for planning permission.

**Minute No. 66/2018. – Date of Next Council Meeting.**

**RESOLVED** that the next Council Meeting will be held on 12 July 2018.

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

**Dated 12 July 2018.**