

# **LLANGYFELACH COMMUNITY COUNCIL.**

---

## **CYNGOR CYMUNED LLANGYFELACH.**

### **MINUTES OF THE MEETING OF THE COUNCIL HELD ON THURSDAY 13 JUNE 2019.**

#### **Present: -**

P. Gibson (Chairperson).  
P. R. Crayford.

P. Baker.  
D. G. Sullivan.

M. S. Tribe

#### **Minute No. 49/2019. – Apologises for Absence.**

The Clerk reported that he had received apologies from Councillor M. A. Glover (ill health) & Councillor M. E. Boyter (Holidays).

#### **Minute No.50/2019. – Declaration of Interests from Members.**

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

#### **AGREED.**

#### **Minute No. 51/2019. - To consider the Minutes of the Annual General Council Meeting held on 9 May 2019.**

The Minutes of the Annual General Council Meeting held on 9 May 2019 were considered and accepted as a true record.

#### **NOTED.**

#### **Minute No. 52/2019 – To consider Matters arising from the Annual General Council Meeting held on 9 May 2019**

The Clerk referred to the Minute No. 40/2019. Item (E). & the Council's Schedule of Payments to be Made (Page No. 46/2019. Item (5). payment to **St John Cymru-Wales.**

**RESOLVED** that the sum of £96.00. (incl. VAT £16.00.) be paid to St John Cymru-Wales. for the attendance of 2 First Aiders at the 2018 Visit of Father Christmas to Llangyfelach & these payments be shown accordingly in the Minutes & Schedule of Payments for 13 June 2019.

**(54/2019)**

**Minute No. 54/2019. – To consider the Council’s Committees Terms of Reference.**

The Clerk reported that the following Committee Terms of Reference were required & sort confirmation of same.

**RESOLVED** that the Council’s Committees Terms of Reference were as follows:-

**Planning, Land & Development Committee.** Meets as & when required prior to a full Council meeting consisting of 6 Councillor, Chair elected on first meeting. Terms of Reference & Delegated authority from the Council: to make recommendations on behalf of the Council on Planning Applications submitted to the Local Planning Authority, all matters Relating to the acquisition, leasing & disposal of land & maintenance of land in the ownership of the Council, & to report to Council on those recommendations.

**Finance Advisory Committee.** Consisting of 6 Councillors. Chair to be elected at first meeting. Meets: once a year in January & if required on emergency business, detailed pre-budget analysis prior to January full Council meeting. Terms of Reference: to make recommendations to Council on Budget requirement & Precept requests & to report to Council on these recommendations.

**Highways & Footpaths Committee.** Consisting of 6 Councillors. Meets as & when required Prior to full Council meeting. Chair elected on first meeting. Terms of Reference: to consider parking, road & pavement issues in Llangyfelach & to make recommendations to Council for appropriate or necessary action.

**Race Relations Committee.** Consisting of 6 Councillors. Meets as & when required prior to Council. Chair elected on first meeting. Terms of Reference: to consider all aspects of ethnicity, equality & prejudice within & outside the Community of Llangyfelach & report to Council.

To be quorate, all Committees must have 3 Members present.

**Minute No. 55/2019. – To consider the Council’s Standing Orders & Financial Regulations.**

**RESOLVED** to re-affirm the Council’s Standing Orders & Financial Regulations as previously approved on 18 January 2018 (Minute No. 25/2017 refers).

**Minute No. 56/2019. – To receive questions from Members of the Public.**

**The Chairman adjourned the Meeting, so that a Member of the Public could address the Council.**

A resident of Llangyfelach informed the Council that a number of local residents wished to make a Community Garden which they intended to cover with wild flowers. They had been informed that wild flower seed could be obtained from Swansea Council provided it was requested by the Community Council. She asked the Community Council to arrange the provision of the wild flower seed to cover 100 sq. m. of land.

**The Chairman reconvened the Meeting.**

**RESOLVED** that:-

(A). to ascertain from Swansea Council, the amount of wild flower seed to cover 100 sq. m of ground & was this the time to sow such seed.

(B). if the Swansea Council would provide the Community Council with wild flower seed.

**Minute No. 57/2019. – To consider any matter relating to the Llangyfelach Ward.**

Nothing was raised under this Minute.

**NOTED.**

**Minute No. 58/2019. – To consider any matters relating to Highways & Footpaths.**

Nothing was raised under this Minute.

**NOTED.**

**Minute No. 59/2019. – Latest position on the proposed lease of land at Y Llwyni, Llangyfelach.**

The Clerk informed Members that he had enquired from the Council's solicitors what the Council would be charged if they requested the Council's solicitor to attend a site meeting on the above land & he had been inform that this would be £500.00.

**RESOLVED** not to invite the Council's solicitor to attend any future site meeting on the above land.

**Minute No. 60/2019. – To consider any matters relating to Mynydd Y Gwair Community Fund.**

The Clerk referred to Item No 7 in tonight's Correspondence in which the Council had been informed that they had been unsuccessful in their recent application for a grant from the above Fund

**NOTED.**

**Minute No. 61/2019. – To consider & approve/determine (if thought appropriate) all Correspondence received, including Invoices etc. & Requests for Payment (See for details, tonight's Correspondence & separate Schedule of Payments Received, & ents to be Made & Requests for Donations).**

The Clerk referred to the system of reporting Correspondence decisions & referred to the **New Method of Reporting List of Correspondence (Minute No. 41 2019 refers)** on which the following Items are based **i.e.** on the **No.** given in the List of Essential

**(56/2019).**

Correspondence enclosed with the Council's Summons Agenda. Of the total Correspondence received 15 Essential Items of Correspondence had been selected & no requests had been received from members to include any of the other Correspondence Emailed to them prior to the Council meeting. Of the 15 Items of Essential Items of Correspondence, 11 had been **NOTED**.

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

**(A). Correspondence No. 2. – Came & Company – Renewal of Council's Insurance Policy.**

The Clerk referred to Minute No. 40/2019. Item (B) details to be provided to the Clerk for him to confirm to the council's insurers that that all Members of the Council comply with the Statement of Fact 2019 in the Inspire Insurance documents.

**RESOVLED** that the Clerk prepares a suitable confirmation of the required 2019 Statement of Fact for each Member to complete at the next Council meeting.

**(B.). Correspondence No. 8. – Invoice No. SM20344 -Rialtas Business Solutions Ltd – Renewal of Alpha Software Annual support.**

**RESOLVED** that the Council pay the above Invoice in the sum of £145.00. (incl. £24.20. VAT) to the above firm

**(C). Correspondence No. 9. – Council's Terms of Reference for each Council Committee.**

**RESOLVED** to confirm the Terms of Reference for each Council Committee, forwarded to each Member with the Council's Agenda.

**(D). Correspondence No. 21. - St. John Cymru-Wales,**

The Clerk referred to a Statement had been received from St. John Cymru-Wales, requesting the payment of this outstanding amount of £96.00. (incl £16.00 VAT)

**RESOLVED** that the Council pay the above Statement in the sum of £96.00. (incl. £16.00. VAT) for the attendance of 2 No. First Aiders at the Visit of Father Christmas 2018 to Llangyfelach.

**Minute No. 62/2019 – To consider 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 £14,378.16 and the Reserve Account at £21,963.90.

**NOTED.**

**(57/2019).**

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

(A). D.Jenkins. - Clerk's Gross salary for June 2019.....	£851.15.
Less. Tax.	<u>170.23.</u>
Net salary for June 2019.....	£680.92
(B). HMRC Direct .	
Tax	£170.23.
N. I. Employer's C.	<u>NIL</u> *
Total payment to HMRC for June 2019.....	£170.23
* N.I. Employer C credit of £138.95 in May leaves £138.95 -£18.24 = £120.71 credit for June 2019.	
(C). Rialtas Business Solutions Ltd Invoice No. SM20344 (Renewal of Alpha Software Annual support).....	£145.00.
(D). St. John Cymru-Wales, (Attendance of 2 No. First Aiders at the 2018 Visit of Father Christmas to Llangyfelach).....	£96.00.

**See June 2019 Council's Schedule of all Payments to be Made.**

**RESOLVED** that these payments be made.

**Minute No. 63/2019. – To consider any other matters relating to Finance.**

**(A). the Internal Auditor's Report for the financial year ending 31 March 2019.**

The Clerk referred to the new Internal Auditor's Report a copy of which had been sent to each Member.

**NOTED.**

**(B). the External Auditors requirements for the 2018-19 External Audit & the Annual Return for the year ended 31 March 2019 (Copy sent 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.**

**RESOLVED** that the Chairman of this Council Meeting sign Section 3 of the Return.

**Minute No. 64/2019. – Latest information from the Information Commissioner's Office regarding on Data Protection.**

**NOTED.**

**Minute No. 65/2019. – To consider any matters relating to the Christmas Festivities 2018.**

Nothing was raised under this Minute.

**NOTED.**

**Minute No. 66/2019. – Clerk’s Matters.**

**(A). New Bank Mandate.**

**RESOLVED** all Members to complete a **new** Bank Mandate at the July Council meeting.

**Minute No. 67/2019. 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 13 June 2019 at the Llangyfelach Church Hall, Swansea Road, Llangyfelach, Swansea: -

Week No.	Plan.Appl.No.	Location.	Proposed Development.
18/2019.	-	-	-
19/2019.	-	-	-
20/2019.	-	-	-
21/2019.	-	-	-
22/2019.	2019/1176/FUL	30. Cae Melyn, Llangyfelach, Swansea. SA6. 6FP	Part two storey part first floor side extension.

**Council’s Observations.**

**There were no Council Observations.**

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

A Press Release regarding “Work underway to create Wales’ own Planning Inspectorate”

There were no other planning matters.

**(59/2019).**

**Minute No. 68/2019. – Date of Next Council Meeting.**

**RESOLVED** that the next Council Meeting will be held on 11 July 2019.

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

**Dated 11 July 2019.**