



Item No's. 8 to 21

Council – 12 November 2020

Reports of the Clerk

8. Payments (For Information)

The table outlines those payments made since the last meeting of Council. The payments were made in line with the Council resolution of 8 October 2020 (Minute 28 “Financial Reporting - a) Council Bank Accounts” refers).

Payments	£
Stamps (1 x 1 st + 12 x 2 nd)	8.56
Royal British Legion – Remembrance Day Wreath	21.98
Clerk Salary (October 2020)	406.89
CCS Pension Fund (Clerk) (October 2020)	129.68
Clerks Salary – Underpayment (June – October 2020)	177.55

9. Financial Reporting (For Information)

a) VAT Reclaim 2019-2020

The Clerk had submitted the Council's “VAT Claim for Refund by Certain Bodies” to HMRC. The claim is for the period 1 April 2019 to 31 March 2020 and is for the value of £4,714.01.

b) Bank Accounts - Reconciliation

The Clerk has provided the Bank Accounts – Reconciliation information to the Chair of Council and Chair of Finance.

10. Correspondence (emailed to all Councillors)

One Voice Wales. Remote Training Sessions for November 2020.
One Voice Wales. Remote Working Survey Results.
Audit Wales. Future Audit Arrangements for Community and Town Councils in Wales.
Welsh Government. Electoral Newsletter – October 2020.
Mynydd Y Gwair Wind Farm Community Fund. Round 6 is now open for Small Grants up to £10,000 & Medium Grants up to £30,000. Closing date 12noon 11 th January 2021.

Cyngor Cymuned **Llangyfelach** Community Council

Welsh Hearts, a Charity (Charity Number 1154109) that procures and supplies heart defibrillators throughout Wales.

One Voice Wales – Swansea Area Committee
Representative Details Required (Maximum of Two).

Name, email address and telephone number for each Councillor - Clerks automatically get copies.

11. General Matters (Verbal) (If Required)

12. ICT Matters (For Information)

a) **No Items.**

13. Workplan 2020-2021 & Beyond (For Information)

The Workplan is a living document that the Clerk will continue to develop over the coming months.

Council Date	Workplan Items
December 2020	<ul style="list-style-type: none"> i) Accounts for Payment. ii) Financial Report. iii) PSCO Report. iv) Correspondence. v) General Matters. vi) ICT Matters. vii) Workplan. viii) City and County of Swansea Issues. ix) Christmas Newsletter. x) Christmas Festivities. xi) Draft Budget (Finance Committee).
January 2021	As Items i)–viii) above.
February 2021	As Items i)–viii) above.
March 2021	As Items i)–viii) above.
April 2021	As Items i)–viii) above.
May 2021 Annual Meeting	<ul style="list-style-type: none"> ➤ Constitutional Matters. ➤ As Items i)–viii) above.
To be confirmed	<ul style="list-style-type: none"> ➤ To Agree the External Auditors Report and to approve the Annual Governance Statement. ➤ Budget Monitoring 2019-2020. ➤ Reports of Delegate’s on Outside Bodies.

14. Playground at Llysgwyn / Bryn Glas, Llangyfelach (For Information)

Swansea Council had initially commenced the work of installing the Safety Surface Grass Mats and upgrading the Play Equipment at Llysgwyn / Bryn Glas, Playground; however, due to the weather works have temporarily ceased.

15. Christmas Newsletter 2020 (For Information)

The Tenders Committee met on 23 October 2020 and awarded the contract. The Chair of Council Councillor Peter Gibson and Councillor Paul Baker shall co-ordinate the newsletter.

16. Christmas Festivities 2020 (For Information)

The Tenders Committee met on 23 October 2020 and awarded the contract.

17. Training (For Information)

The following is a list of the training courses recently attended The Clerk stated that he had also completed or was registered for the following courses. He would continue to undertake other relevant courses as required.

Course	Date
AdvantEdge Finance Software - Edge IT Systems	Various 2020
Module 6 - Local Government Finance - One Voice Wales	29 October 2020
Module 21 - Understanding Local Government Finance - Advanced - One Voice Wales	30 October 2020
Module 4 - Understanding the Law - One Voice Wales	06 November 2020
Module 3 - The Council as an Employer - One Voice Wales	12 November 2020
Future Audit Arrangements for Community / Town Council in Wales - Audit Wales	17 November 2020

18. Llangyfelach AFC – Request for a Grant (For Information)

Llangyfelach AFC are collating the information requested. The Clerk shall provide a verbal update at the Meeting.

19. Llangyfelach Ward Councillor Update (Verbal)

Councillor Gareth Sullivan, Llangyfelach Ward Councillor on Swansea Council will provide a verbal update relating to his Ward work.

20. Planning Applications & Planning Matters - Swansea Council (Verbal)

A verbal report will be provided if required.

21. Highways, Footpaths, Cycleways & Bridleways - Swansea Council

Response from Swansea Council:

a) Parking on pavements on Maes y Dderwen

This is a minor residential street where pavement parking can sometimes occur. As there is no consistent record of accidents within this street, the Council does not consider that this matter necessitates any action at this time. However, if residents experience a regular problem at a specific location then they are free to report the incident directly to South Wales Police.

b) Vehicles speeding on Swansea Road

GoSafe regularly deploy mobile speed enforcement vehicles along Swansea Road, at purpose-built laybys. Therefore, with regular enforcement, it is expected that the level of compliance by motorists will improve, going some way to ensuring that vehicle speeds remain within acceptable parameters. A pedestrian crossing has been considered; proposals are being drawn up in preparation of the necessary funding becoming available. In terms of parking in close proximity to this junction, there are a series of traffic regulation orders, and civil parking enforcement officers will be deployed to enforce these orders.

c) Hatched Area or Bollards Required around the Defibrillator

Currently there is no identified funding to pay for the hatch markings or bollards as requested, as these are considered non-essential spend. However, I would agree that such markings or bollards would certainly assist in the rapid access of the defibrillator. As this is a community asset, I would suggest that consideration be given to accessing community funding streams to provide the requested measures.

Huw Evans
Clerk to Llangyfelach Community Council