



Minutes of the Meeting of Council

Held Remotely Via Microsoft Teams

On Thursday, 12 November 2020 at 6.00pm.

Present: Councillor P Gibson (Chair of Council) Presided

Councillors: P Baker, P R Crayford, P Gibson, M Glover, D G Sullivan & M S Tribe

Clerk to the Council: Huw Evans

39 Apologies for Absence

Apologies for absence were received from Councillor M Boyter.

40 Disclosures of Personal & Prejudicial Interests

In accordance with the Code of Conduct adopted by Llangyfelach Community Council, the following interests were declared:

- i) Councillor D G Sullivan declared a Personal Interest in Minute 58 "Planning Applications & Planning Matters - Swansea Council".
- ii) Councillor D G Sullivan declared a Personal Interest in Minute 59 "Highways, Footpaths, Cycleways & Bridleways - Swansea Council".
- iii) Councillors P Gibson & M Tribe declared a Personal Interest in Minute 61 "Llangyfelach Community Gardens – Request for a Grant".

41 Minutes of Council

Resolved that the Minutes of the Council Meeting(s) held on the following date(s) be approved and signed as a correct record:

- i) 8 October 2020.

42 Minutes of Committees

Resolved that the Minutes of the Committee Meeting(s) held on the following date(s) be received for information:

- i) Finance Committee of 8 October 2020.
- ii) Tenders Committee of 23 October 2020.

43 Announcements of the Chair of Council

i) Remembrance Day 2020

The Chair of Council stated that he had attended a private Remembrance Service and had placed a wreath on behalf of the Community Council.

44 Public Question Time

The Clerk stated that public questions had to relate to items on the Agenda and must be submitted no later than noon on the previous working day prior to the Meeting.

He stated that no questions had been submitted.

45 PCSO (Police Community Support Officers) Report

The Clerk stated that the PCSO Matt Collins had outlined that there were no specific issues to be raised. Councillor M Tribe stated that he had recently met with the PCSO to discuss anti-social behaviour. Councillor Tribe stated that it appeared that the issue was now resolved.

46 Accounts for Payment

The Clerk outlined 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

Resolved that the payments be noted.

47 Financial Reporting

i) VAT Reclaim 2019-2020

The Clerk stated that he had submitted the Council's "VAT Claim for Refund by Certain Bodies" to HMRC. The claim for the period 1 April 2019 to 31 March 2020 being £4,714.01. The Clerk stated that the payment had been received.

ii) Bank Accounts - Reconciliation

The Clerk stated that he was providing the Bank Accounts – Reconciliation information to the Chair of Council and Chair of Finance monthly. Councillor M Glover asked that he be copied into the monthly e-mail.

iii) Budget Monitoring 2020-2021

The Clerk stated that he had been in discussion with the Chair of Finance about the need to conduct a Budget Monitoring session for 2020-2021 and that consideration was needed to set a Budget for 2021-2022.

Resolved that a Finance Committee be arranged for 5.30pm on 10 December 2020.

48 Correspondence

The actions / comments made as in relation to the correspondence reported:

Correspondence	Actions / Comments
One Voice Wales. Remote Training Sessions.	Resolved that the Clerk undertake any courses that he deems appropriate.
One Voice Wales. Remote Working Survey Results.	Noted.
Audit Wales. Future Audit Arrangements for Community and Town Councils in Wales.	Resolved that the Clerk attend the seminar on 17 November 2020.
Welsh Government. Electoral Newsletter – October 2020.	Noted.
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 January 2021.	Noted.
Welsh Hearts, a Charity (Charity Number 1154109) that procures and supplies heart defibrillators throughout Wales.	Resolved that: 1) Councillor M Tribe liaise with the DVLA about the possibility of them placing a Defibrillator on the entrance to the DLVA off Heol Pentre Felen. 2) The Clerk explore the possibility of placing a Defibrillator on the junction of Heol Pentre Felen & Bryn Hedydd.

<p>One Voice Wales – Swansea Area Committee Representative Details Required (Maximum of Two).</p> <p>Name, email address and telephone number for each Councillor - Clerks automatically get copies.</p>	<p>Resolved that Councillors M Glover & M Tribe be appointed as the Council's representatives on the One Voice Wales – Swansea Area Committee. The Clerk to also attend as he requires.</p>
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49 General Matters

The anti-social behaviour issue was discussed under the PCSO's report.

50 ICT Matters

No ICT matters were raised.

51 Workplan 2020-2021 & Beyond

The Clerk presented a Workplan to the Council and stated that it was a living document which would constantly be developed.

Council Date	Workplan Items
All Dates	<p>Standard Items. Discussed each month:</p> <ul style="list-style-type: none"> a) Record of Payments. b) Financial Report. c) PCSO Report. d) Correspondence. e) Reports of Delegate's on Outside Bodies. f) General Matters. g) ICT Matters. h) Workplan. i) City and County of Swansea Issues. <p>Additional Items. Discussed as required:</p>
December 2020	Finance Committee. Draft Budget for Next Year.
January 2021	<ul style="list-style-type: none"> ➤ Budget for Next Financial Year. ➤ Set Precept.
February 2021	<ul style="list-style-type: none"> ➤ Review Standing Orders, Financial Regulations, Asset Registers. ➤ Clerk's Appraisal.
March 2021	-
April 2021	-
May 2021 Annual Meeting	<ul style="list-style-type: none"> ➤ Constitutional Matters. ➤ All Committees. Elect Chair & Vice-Chair.
June 2021	<ul style="list-style-type: none"> ➤ Annual Governance Statement. ➤ Internal Auditors Report.
July 2021	-

August 2021.	No Meetings.
September 2021	Finance Committee. 6 Month Budget Monitoring.
October 2021	➤ Christmas Newsletter. ➤ Christmas Tree, Illuminations & Festivities.
November 2021	➤ Christmas Newsletter. ➤ Christmas Tree, Illuminations & Festivities.
To be confirmed	Agree the External Auditors Report.

Resolved that the Workplan be noted.

52 Installation of a Playground at Llysgwyn / Bryn Glas, Llangyfelach

The Clerk stated that Swansea Council had commenced the work of installing the new play equipment at the playground at Llysgwyn / Bryn Glas. Council discussed the playground and sought suggestions to further improve it with a footpath.

Resolved that the Clerk liaise with Swansea Council to establish whether a pathway will be installed from the gate entrance to the play equipment.

53 Christmas Newsletter 2020

The Chair of Council stated that the draft newsletter was nearing completion and that the final draft would go to print the following week.

54 Christmas Festivities 2020

The Clerk stated that the Christmas Tree and Illuminations would be in place during early December and that the lights would be turned on without ceremony once completed.

Councillor P R Crayford suggested that a video be pre-recorded with Father Christmas and possibly pupils from Llangyfelach Primary School singing. The Chair of Council and Councillor P R Crayford to discuss further and if viable proceed with the suggestions.

Resolved that the update be noted, and the suggestion approved.

55 Training

The Clerk outlined the training courses that he had recently attended or was planning to attend. The Clerk also suggested that the Councillors select appropriate courses from the monthly One Voice Wales training list to attend.

Resolved that the list of training be noted.

56 Llangyfelach AFC – Request for a Grant

The Clerk stated that he had received the information as requested from Llangyfelach AFC in relation to their request for a grant. The Council considered the matter further and asked for further information.

Resolved that the Clerk contact Llangyfelach AFC:

- 1) To enquire whether the Ladies Team(s) and Juniors Team(s) would also benefit from a possible grant from Llangyfelach Community Council through the AFC's use of the Felindre facility.
- 2) To invite a representative from Llangyfelach AFC to attend the Council Meeting on 10 December 2020 to answer any queries that the Council may have.

57 Llangyfelach Ward Councillor Update

Councillor D G Sullivan provided an update in relation to his work as the Llangyfelach Ward Councillor on Swansea Council.

58 Planning Applications & Planning Matters - Swansea Council

- i) **Application No.: 2020/2177/NMA. Bryn Whilach Farm, Solar Farm, Morriston, Swansea, SA5 7PE**

Resolved that the Clerk submit an objection in relation to this Planning Application due to the loss of green space, loss of habitat for animals, the significant number of green energy parks already in the area and the fact that there is already a Solar Farm nearby and this additional one could be considered over intensification.

59 Highways, Footpaths, Cycleways & Bridleways - Swansea Council

The Clerk outlined the responses received from Swansea Council in relation to:

- i) Parking on pavements on Maes y Dderwen.
- ii) Vehicles speeding on Swansea Road.
- iii) Hatched Area or Bollards Required around the Defibrillator.

Resolved that:

- 1) The responses be noted.
- 2) The Chair of Council liaise with Llangyfelach Church to establish the external permitter area owned by the Church outside of the Church Hall.
- 3) Councillors P R Crayford & P Gibson meet on site to consider re-locating the Defibrillator closer to the stepped entrance to the Church Hall.

- 4) The above mentioned Councillors provide feedback to the Clerk, so that he can liaise with Swansea Council to re-instate the hatched area surrounding the Church Hall and to pursue the possibility of placing a bollard(s) around the Defibrillator; thereby preventing vehicles from blocked access to the Defibrillator.

60 Community Budget Capital - Play

The Clerk stated that Swansea Council's Cabinet had provided an additional £1m under the Community Budget Capital Scheme ringfenced specifically to support play schemes and facilities. Councillor D G Sullivan in his role as Llangyfelach Ward Councillor for Swansea Council had expressed an interest in the Scheme and asked Llangyfelach Community Council to consider the matter.

Both playgrounds within the Llangyfelach Community Council area are owned by Swansea Council. They are Llysgwyn / Bryn Glas Playground and Fairview Road Playground.

The Llysgwyn / Bryn Glas Playground has been assessed by Swansea Council as having Amber status; meaning that it needs an upgrade. The Community Council has previously committed approximately £25,000 to this playground and those works are currently underway. The playground will therefore likely rise to Green status.

The Fairview Road Playground has been assessed by Swansea Council as having Red status; meaning that it is desperate for an upgrade and well beyond its life use expectancy. Discussions ensued about the future use of Fairview Road Playground and it was suggested that a BMX / Bike Trail like the one within Morrision Park could be placed at the location.

Resolved that Councillor D G Sullivan outline the proposal to Swansea Council to gain support and costings. The Community Council is minded to financially assist be funding an element of the project.

61 Llangyfelach Community Gardens - Request for a Grant

The Clerk stated that a request for a grant had been received from Llangyfelach Community Gardens.

Resolved that

- 1) The Clerk contact Llangyfelach Community Gardens to request:
 - i) An outline of their agreement with Llangyfelach Church for the use of the land.

- ii) A copy of their latest audited accounts or a statement of accounts so that their financial position can be assessed. Should Llangyfelach Community Gardens not have any accounts or a Bank Account, then the Clerk is authorised to seek other means of safeguarding the Community Council's funds.
- 2) The request for grant to be discussed further when the information requested has been received.

62 Next Council Meeting

6.00pm on Thursday, 10 December 2020.

The meeting ended at 8.02pm

Chair