



Item No's. 7 to 26

Council - 10 December 2020

Reports of the Clerk

7. Record of 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	£
Low Cost Print Ltd - Christmas Newsletter 2020	1,330.80
Clerk Salary (November 2020)	406.69
CCS Pension Fund (Clerk) (November 2020)	159.27
One Voice Wales - October 2020 Training	60.00
SLCC (Society of Local Council Clerks) Annual Membership	234.00

8. Financial Reporting (For Information)

a) Bank Accounts - Reconciliation

The Monthly Reconciliation of Bank Accounts information has been e-mailed to all Councillors.

9. Correspondence (emailed to all Councillors)

One Voice Wales. Remote Training Sessions for December 2020.
One Voice Wales. Members Survey "Working with local councils in Wales to shape places communities want to live in."
Welsh Government. Updates on the Local Government and Elections Bill, Education Resources and the Senedd Elections.
Welsh Government. Section 137 Expenditure Limit for 2021-2022.
Audit Wales. Future Audit Arrangements for Community and Town Councils in Wales.
Welsh Government. Consultation Document: Draft statutory guidance – Performance and Governance of Principal Councils.
Swansea Council. The 12 Scams of Christmas.
Llangyfelach Primary School. Parents, Teachers & Friends Association. Donation Request Towards School Murals. Estimated Total is £1,700.
Welsh Government. Grant Funding Opportunity for Community / Town Councils - Volunteering Recovery Grant.

10. General Matters (Verbal) (If Required)

11. ICT Matters (If Required)

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

The Workplan for 2020-2021 & Beyond is set out below. It is a living document that will continue to develop.

Council Date	Workplan Items
All Dates	<p>Standard Items. Discussed each month:</p> <ul style="list-style-type: none"> a) PCSO Report. b) Record of Payments. c) Financial Report. d) Correspondence. e) Reports of Delegate's on Outside Bodies. f) General Matters. g) ICT Matters. h) Workplan. i) Llangyfelach Ward Councillor Update. j) Planning Applications & Planning Matters - Swansea Council. k) Highways, Footpaths, Cycleways & Bridleways - Swansea Council. <p>Additional Items. Discussed as required:</p>
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	<ul style="list-style-type: none"> ➤ Christmas Newsletter. ➤ Christmas Tree, Illuminations & Festivities.
November 2021	<ul style="list-style-type: none"> ➤ Christmas Newsletter. ➤ Christmas Tree, Illuminations & Festivities.
	➤ Finance Committee. Draft Budget for Next Year.
To be confirmed	Agree the External Auditors Report.

13. Llangyfelach Ward Councillor Update (Verbal)

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

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

A verbal report shall be provided if required.

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

a) Hatched Area or Bollards Required around the Defibrillator, Llangyfelach Church Hall

The Council remains concerned at the indiscriminate parking in the vicinity of the Defibrillator on the exterior wall of Llangyfelach Church Hall. The parking is such that access to the Defibrillator is often blocked physically and visually.

Councillors P R Crayford & P Gibson have confirmed that there is evidence on old and faded yellow lines on the road adjacent to the Church Hall. Councillor P Gibson shall update Council as to the Church's view on the ownership of this land.

It is proposed that the Clerk arrange a site meeting between Swansea Council and Councillors P R Crayford & P Gibson to establish what can be done to ensure safe and unhindered access to the Defibrillator is maintained. This may include the placement of bollards and / or a hatched area, together with the possible slight relocation of the Defibrillator.

Recommended that the Clerk arrange a site visit between Swansea Council and Councillors P R Crayford & P Gibson, so that a solution can be found.

16. Playground at Llysgwyn / Bryn Glas, Llangyfelach

Swansea Council have re-commenced the work of upgrading the Llangyfelach Community Council funded Play Equipment at Llysgwyn / Bryn Glas, Playground. In accordance with Minute 52 of Council held on 12 November 2020, the Clerk liaised with Swansea Council to establish whether a pathway was to be installed from the gate entrance of the Playground to the play equipment?

Swansea Council stated that a pathway was not going to be installed at the Playground; however, if there was surplus matting, they would seek to utilise that to make a pathway.

Recommendation. The view of Council is sought.

17. Christmas Newsletter 2020 (For Information)

The Christmas Newsletter 2020 has been printed and distributed.

18. Christmas Tree & Illuminations 2020 (For Information)

The Christmas Tree and Illuminations has been erected and was illuminated from 20 November 2020.

19. Training (For Information)

The table outlines the training courses recently attended or scheduled to be attended by the Clerk. The Clerk would continue to undertake other relevant courses as required. Councillors were also encouraged to attend the regular One Voice Wales training courses.

Course	Date
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
Module 9 - Code of Conduct - One Voice Wales	25 November 2020

20. Llangyfelach AFC - Request for a Grant

Council on 12 November 2020 resolved to invite representatives of Llangyfelach AFC to the Council Meeting of 10 December 2020 to answer any queries that the Council may have in relation to their grant application. Lee Richards & Sam Jones had indicated that they would be attending.

The Council also asked whether the Ladies Team(s) and Junior Team(s) would benefit from a Llangyfelach Community Council grant through the AFC's use of the Felindre facility. The AFC's response is shown in italics:

“Regards to the benefits to Juniors and Ladies. Would start with Juniors mini football with use of the pitch on Sunday mornings ages Under 6 through to Under 9 with pop up goals. Under 10 and Under 11 with junior goals and Under 16 with use of pitch prior to our games on a Saturday.

As for Ladies team, depending on days, they can have the pitch on a Sunday.

This is something I am keen to arrange for the good of Llangyfelach as whole club and am hoping to attend the next junior meeting to arrange the above to what we can accommodate.”

Should the Council award the grant, it would be using its power to provide grants to bodies providing recreational facilities in or outside the Community. This would be made under the Local Government (Miscellaneous Provisions) Act 1976).

Should Council decide to give a grant to Llangyfelach AFC, it should set out its expectations and conditions of the grant. Llangyfelach AFC should be required to:

- i) Outline the agreement with Felindre Hall Committee in relation to the length of lease that they have agreed to use the facility for.
- ii) Provide the latest audited accounts or a statement of accounts so that the Council can assess the Club's financial position.
- iii) Provide a certified written statement within 12 months of the grant detailing how the money was spent.

Llangyfelach AFC have previously satisfied points i) and ii).

Recommendation. The view of Council is sought.

21. Playground at Fairview Road - Community Budget Capital - Play

Councillor Gareth Sullivan shall provide feedback at the meeting following his Meeting with Swansea Council on 10 December 2020.

22. Llangyfelach Community Gardens - Request for a Grant

The Clerk sought advice from One Voice Wales in relation to the possibility of making a grant to the Llangyfelach Community Gardens. One Voice Wales provided their legal advice from their Solicitors at the National Association of Local Councils.

The advice was clear in that the Community Council was prohibited from making a grant in respect of this land and cannot use the provisions of the Public Health Act 1875 in this case.

The Chair of Council and Clerk are exploring other avenues and will provide an update at the Meeting.

Recommended that the One Voice Wales advice be noted and that no grant be given to the Llangyfelach Community Gardens in line with the legal advice provided.

23. Potential Placing of a Defibrillator on Heol Pentre Felen

a) Defibrillator at the entrance to the DVLA off Heol Pentre Felen

Councillor M Tribe was tasked with liaising with the DVLA about the possibility of them placing a Defibrillator on the entrance to the DLVA off Heol Pentre Felen. Councillor M Tribe shall provide an update.

b) Potential Placing of a Defibrillator on Heol Pentre Felen in Vicinity of Junction of Heol Pentre Felen & Bryn Hedydd

The Clerk has been exploring the possibility of placing a Defibrillator on the junction of Heol Pentre Felen & Bryn Hedydd. He has held discussions with Swansea Council and Heartbeat Trust UK, a local Charity based in Mumbles. <http://www.heartbeattrustuk.co.uk>

This work is ongoing and further updates shall be provided in time.
Consultation with neighbouring properties in the vicinity is suggested.

Recommended that two Councillors be assigned to carry out the consultation process with neighbouring properties in the vicinity.

24. Community Council Vacancies

Llangyfelach Community Council comprises of 9 Councillors; however, there are currently only 7 Councillors meaning there are 2 Community Council Vacancies. The Chair of Council, Councillor P Gibson used his column in the current Community Council Christmas Newsletter 2020 to highlight this fact to attract interested parties to express an interest in the role. This is coupled with the "Notice of Co-option" which may be viewed at <https://www.llangyfelachcommunitycouncil.org.uk/category/news/> and on the Community Council Noticeboard.

Expressions of Interest are sought from those Candidates that comply with the qualifications set out on the Notice of Co-option. These are to be returned to the Clerk as set out in the Notice of Co-option to the Clerk to the Council at llangyfelachcc@outlook.com These must be received by the Closing Date of 31 December 2020. It is hoped that the selection process will be held on 14 January 2021.

The following are useful links to all potential Candidates:

[Being a Local Councillor - One Voice Wales](#)

[The Good Councillors Guide \(onevoicewales.org.uk\)](http://onevoicewales.org.uk)

25. Appropriate Sum under Section 137(4) (A) of the Local Government Act 1972 - Section 137 Expenditure Limit for 2021-2022 (For Information)

The Welsh Government have provided formal notification that the appropriate sum for the purposes of section 137(4) (a) of the Local Government Act 1972 (the 1972 Act) for Community and Town Councils in Wales for 2021-2022 is £8.41 per elector.

Section 137(1) of the 1972 Act permits each Community or Town Council to spend on activities for which it has no other specific powers if the Council considers that the expenditure is in the interests of, and will bring direct benefit to, the area or any part of it, or all or some of its inhabitants, providing that the benefit is commensurate with the expenditure. Community and Town Councils are also permitted under section 137(3) to incur expenditure for certain charitable and other purposes.

26. Grants & Donations Policy

Recently, the Council has received several Applications for Grants & Donations. The Clerk advises that a Grants & Donations Policy be drafted and presented to a future Council Meeting for consideration.

Recommended that the Clerk draft a Grants & Donations Policy to presented to a future Council Meeting for consideration.

Cyngor Cymuned **Llangyfelach** Community Council

Huw Evans
Clerk to Llangyfelach Community Council