



Minutes of the Meeting of Council

Held at Llangyfelach Church Hall, Swansea Road, Llangyfelach

On Thursday, 10 December 2020 at 6.00pm.

Present: Councillor P Gibson (Chair of Council) Presided

Councillors: P Baker, P R Crayford, M Glover & M S Tribe

Clerk to the Council: Huw Evans

63 Apologies for Absence

Apologies for absence were received from Councillor D G Sullivan.

64 Disclosures of Personal & Prejudicial Interests

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

- i) Councillor M Tribe declared a Personal Interest in Minute 71 "Correspondence Request for a Donation from Llangyfelach Primary School – Parents, Teachers & Friends Association".

65 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) 12 November 2020.

66 Announcements of the Chair of Council

- i) **Parish of Llangyfelach with Clase, Father Christmas Visit**
The Chair of Council stated that he had attended an event with Reverend Anthony Porter. Farther Christmas also made a surprise visit. The video may be viewed at <https://www.facebook.com/llangyfelachwithclase/videos/1347659852261511>

67 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.

68 PCSO (Police Community Support Officers) Report

No updates to report.

69 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	£
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

Resolved that the payments be noted.

70 Financial Reporting

i) Bank Accounts - Reconciliation

The Clerk stated that the Bank Accounts – Reconciliation information had been shared with all Councillors.

71 Correspondence

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

Correspondence	Actions / Comments
One Voice Wales. Remote Training Sessions for December 2020.	Resolved that the Clerk & Councillors be encouraged to undertake courses. Contact Clerk to book.
One Voice Wales. Members Survey “Working with local councils in Wales to shape places communities want to live in.”	Noted.
Welsh Government. Updates on the Local Government and Elections Bill, Education Resources and the Senedd Elections.	Noted.
Welsh Government. Section 137 Expenditure Limit for 2021-2022.	Noted.
Audit Wales. Future Audit Arrangements for Community and Town Councils in Wales.	Noted.
Welsh Government. Consultation Document: Draft statutory guidance – Performance and Governance of Principal Councils.	Noted.
Swansea Council. The 12 Scams of Christmas.	Noted

Llangyfelach Primary School. Parents, Teachers & Friends Association (PTFA). Donation Request Towards School Murals. Estimated Total is £1,700.	Resolved that the Clerk contact the PTFA and ask them to satisfy the Council's three thresholds when considering a grant or donation.
Welsh Government. Grant Funding Opportunity for Community / Town Councils - Volunteering Recovery Grant.	Noted
Request from David Lloyd Rees for the Community Council to send a leaflet to all residents of Llangyfelach Council asking them to contact the Council if they find anything of historic importance.	Resolved that the Clerk suggest to Mr Rees that he submit an article for the Council to consider placing in its Christmas 2021 Newsletter.

72 General Matters

No General matters were raised.

73 ICT Matters

No ICT matters were raised.

74 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.

Resolved that the Workplan be noted.

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	➤ Budget for Next Financial Year. ➤ Set Precept.
February 2021	➤ Review Standing Orders, Financial Regulations, Asset Registers. ➤ Clerk's Appraisal.
March 2021	-
April 2021	-
May 2021 Annual Meeting	➤ Constitutional Matters. ➤ All Committees. Elect Chair & Vice-Chair.
June 2021	➤ 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.
	➤ Finance Committee. Draft Budget for Next Year.
To be confirmed	Agree the External Auditors Report.

75 Llangyfelach Ward Councillor Update

No updates to report.

76 Planning Applications & Planning Matters - Swansea Council

No Planning Applications & Planning matters were raised.

77 Highways, Footpaths, Cycleways & Bridleways - Swansea Council

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

The Clerk provided an update as outlined in the report.

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

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

The Clerk stated that Swansea Council was continuing the work of installing the new play equipment at the playground at Llysgwyn / Bryn Glas. He stated that Swansea Council had no plans to install a footpath from the playground entrance to the play equipment; however, they would utilise any spare safety mats that they may have towards such a path.

Resolved that the Clerk obtain a quote from Swansea Council for the installation of a pathway from the gate entrance to the play equipment.

79 Christmas Newsletter 2020

The Clerk stated that the Christmas Newsletter 2020 had been circulated throughout the Council area.

80 Christmas Festivities 2020

The Clerk stated that the Christmas Tree and Illuminations had been erected and were on.

81 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.

82 Llangyfelach AFC - Request for a Grant

The Clerk stated that Lee Richards of Llangyfelach AFC was in attendance to provide a brief presentation and to answer questions. Mr Richards provided his presentation and answered the questions of Council.

Councillors noted that Llangyfelach AFC had provided all of the information that they had requested and had provided clarity regarding Junior and Ladies football.

Resolved that:

- 1) A grant of £5,000 be made to Llangyfelach AFC under the Local Government (Miscellaneous Provisions) Act 1976 to provide recreational facilities in or outside the Community.
- 2) Llangyfelach AFC provide a certified written statement within 12 months detailing how the money was spent.

83 Playground at Fairview Road - Community Budget Capital - Play

Councillor D G Sullivan in his role as Llangyfelach Ward Councillor for Swansea Council will be meeting with the relevant Officer and Cabinet Members of Swansea Council in the New Year. He will provide an update to the Council following that meeting.

84 Llangyfelach Community Gardens - Request for a Grant

The Clerk reminded Councillor of the request for a grant from Llangyfelach Community Gardens. He stated that he had taken legal advice from One Voice Wales which was the Local Government Act 1894 prohibits a

Community Council from contributing to works on property relating to the affairs of the church or held for an ecclesiastical charity.

Resolved that

- 1) A grant be not given to the Llangyfelach Community Gardens in line with the legal advice from One Voice Wales.

85 Potential Placing of a Defibrillator on Heol Pentre Felen

- i) **Defibrillator at the entrance to the DVLA off Heol Pentre Felen**
Councillor M Tribe stated that he had approached the DVLA about the possibility of them placing a Defibrillator on the entrance to the DLVA off Heol Pentre Felen.
- ii) **Defibrillator at Junction of Heol Pentre Felen & Bryn Hedydd**
The Clerk stated that as instructed he had been exploring the placement of a Defibrillator at the junction of Heol Pentre Felen & Bryn Hedydd. He had held discussions with Swansea Council and Heartbeat Trust UK, a local Charity based in Mumbles.
<http://www.heartbeattrustuk.co.uk>

The Clerk outlined the quote together with the work that Heartbeat Trust UK would be undertaking. This included obtaining all relevant permissions from Swansea Council and maintenance for a 7 year period.

Councillors stated that their preferred location was on Heol Pentre Felen, opposite the entrance of Bryn Hedydd. Councillors P R Crayford & M Glover agreed to consult with the neighbouring properties.

Resolved that:

- 1) Heartbeat Trust UK be instructed to install a Defibrillator at the junction of Heol Pentre Felen and Bryn Hedydd subject to Councillors P R Crayford & M Glover consulting with the neighbouring properties.

86 Community Council Vacancies

The Clerk stated that the Notice of Co-option for the two Community Councillor vacancies had been placed on the Council's website and on the notice board. A reference to it in the Christmas Newsletter 2020. The notice may be viewed at

<https://www.llangyfelachcommunitycouncil.org.uk/category/news/>

The Closing Date is 31 December 2020. The selection process will be held on 14 January 2021.

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

The Clerk stated that 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 was £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.

Resolved that the Expenditure Limit for 2021-2022 of £8.41 per elector be noted.

88 Grants & Donations Policy

The Clerk stated that the Council has received several Applications for Grants & Donations in recent months. The Clerk advised that a Grants & Donations Policy be drafted and presented to a future Council Meeting for consideration.

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

89 Next Council Meeting

6.00pm on Thursday, 14 January 2021.

The meeting ended at 7.15pm

Chair