



Item No's. 7 to 23

Council – 8 April 2021

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	£
Clerk Salary (March 2021)	406.69
CCS Pension Fund (Clerk) (March 2021)	159.27
PAYE Income Tax & NI Contributions (Jan-Mar 2021)	305.00
HB Enoch & Owen Payroll Services (QTR ending 5 April 2021)	72.60
Determined by Council	
Macmillan Cancer Support. Donation (Council 11.03.2021)	100.00

8. Financial Reporting (For Information)

a) Bank Accounts - Reconciliation

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

9. Correspondence (emailed to all Councillors)

Swansea Council. Proposed 50mph speed limit along A48 between Penllergaer and Bryntywod.
One Voice Wales. Summary of key provisions of the Local Government and Elections (Wales) Act 2021 for the Community and Town Council Sector.
Welsh Government. Local Government and Elections (Wales) Act – Commencement, Implementation and Guidance.
Swansea Rural Development Partnership Expression of Interest for Membership.
One Voice Wales. Cyber Security Guide.
Example Climate Emergency action plan.
Joint One Voice Wales (OVW) / Society of Local Council Clerks (SLCC) Event on 13 May 2021. Bookings to be made at www.slcc.co.uk/ovw
One Voice Wales. Remote Training Sessions – April 2021.
One Voice Wales. Digital Connectivity Survey.
Swansea Council. Active Travel Network Map Briefing.
One Voice Wales. Scam Awareness.

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Welsh Government. Consultation: Local authority power to trade.
Welsh Government. Local Government and Elections (Wales) Act 2021.
Welsh Government. Climate Change Newsletter – March 2021.
Welsh Government. Natural Resources Wales: Appointment of Three Board Members.

10. General / ICT Matters (Verbal) (If Required)

The Clerk asks that he be permitted to purchase a Bluetooth enabled, wireless Mouse. The cost of which is approximately £25.

Recommended that the Clerk be authorised to purchase a Bluetooth Mouse.

11. Workplan (For Information)

The Workplan is a living document that will continue to develop.

Council Date	Workplan Items
All Dates	Standard Items. Discussed each month: 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. Additional Items. Discussed as required:
January 2021	➤ Budget for Next Financial Year. ➤ Set Precept. ➤ Set Amounts for Grants & Donations Policy.
February 2021	➤ Review Standing Orders & Financial Regulations. ➤ Personnel Committee - Clerk's Appraisal.
March 2021	➤ Review Asset Register. ➤ Consider Requests for Grants and Donations.
April 2021	-
May 2021 Annual Meeting	➤ Constitutional Matters. ➤ All Committees (Finance, Personnel, Tenders). Elect Chair & Vice-Chair.
June 2021	➤ Annual Governance Statement. ➤ Internal Auditors Report.
July 2021	➤ Consider Requests for Grants and Donations.

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August 2021.	No Meetings.
September 2021	Finance Committee. 6 Month Budget Monitoring.
October 2021	➤ Christmas Newsletter. ➤ Christmas Tree, Illuminations & Festivities.
November 2021	➤ Consider Requests for Grants and Donations. ➤ Christmas Newsletter. ➤ Christmas Tree, Illuminations & Festivities.
December 2021	➤ Finance Committee. Draft Budget for Next Year.
To be confirmed	Agree the External Auditors Report.

12. Llangyfelach Ward Councillor Update (Verbal)

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

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

A verbal report shall be provided if required.

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

a) Road Safety - Crossing B4489 at Junction of Swansea Road & Pengors Road, Llangyfelach

The Clerk and Councillor Gareth Sullivan have been in communication with Swansea Council as instructed. Swansea Council, Highways have provided an update to the Council's request for a crossing at the junction of Swansea Road and Pengors Road.

Swansea Council's, Group Leader Traffic & Highway Network Management has stated that he understands the concerns of the local community and that Officers have actively sought to secure Section 106 funding to meet the local community's aspirations for a signal-controlled crossing. However, certain conditions need to be met in the development of the proposed housing estate before the Section 106 monies are released. It is unfortunate that Swansea Council are unable to deliver a crossing immediately, however, Officers have made best endeavours to ensure that a crossing will be eventually installed on Swansea Road.

He also committed to the following:

- i) To examine the Speed Indicator, display signs to ensure they are working correctly.
- ii) To closely monitor vehicle speeds along this section of Swansea Road by arranging for vehicle speed surveys to assess the scale of the issue. This data will be analysed and where appropriate shared with our partner organisations GoSafe and South Wales Police to jointly consider any further actions. The survey will take

the form of pneumatic tubes laid across the road linked to a data recorder for a period of 72 hours.

There will be two speed surveys undertaken. One in the coming weeks, subject to the Survey Team's workload and a second in September 2021 when the school reopens after the summer recess. It is hoped that the second survey will more accurately reflect vehicle volumes and speeds at 'normal' levels if and when all Covid travel restrictions are lifted.

- iii) To keep the Community Council apprised of speed survey data, any resulting actions, and timescales for the implementation of the crossing as the Section 106 trigger point approaches.

Recommended that:

- 1) The update be noted.

15. Playground at Llysgwyn / Bryn Glas, Llangyfelach

The works at the park have been completed.

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

Councillor Gareth Sullivan and Peter Gibson have worked with Swansea Council to secure funding to supply and install new play equipment at Fairview Road playground.

They have secured funding from Swansea Council for:

- Zipwire.
- Carousel.
- Seesaw.
- Double Frame Swing (Two Flat Seats and One Basket Seats).
- Double Frame Swing (Two Cradle Seats and One Tango Seat).
- Multi-User Springer (Double).
- Climbing Centre (Slide, Climbing Wall, Pole and Rope Net multi access points to include one point for easy access points).

Recommended that:

- 1) The update be noted.
- 2) Councillors Gareth Sullivan and Peter Gibson be congratulated and thanked for their work to secure the funding.
- 3) Swansea Council be thanked for making the funding available for the benefit of the community of Llangyfelach.

17. Defibrillator at Junction of Heol Pentre Felen & Bryn Hedydd

Swansea Council have confirmed that bollards must be placed either side of the proposed defibrillator at the junction of Heol Pentre Felen & Bryn Hedydd prior to its installation. As a gesture of goodwill and in line with Swansea Council's aim for Swansea to become the UK's first Defibrillator Friendly City, they will install the bollards at cost price which is approximately £600.

Recommended that:

- 1) The Swansea Council be instructed to install the bollards which will be paid for by Llangyfelach Community Council.

18. Defibrillators within the Llangyfelach Community Council Area

Discussions between the Council, Heartbeat Trust UK and other relevant parties are continuing.

a) Griffiths Waste Management, Bryntywod

Councillor Phil Crayford will provide a verbal update.

b) Defibrillator at Llangyfelach Church Hall

Swansea Council Officers met several Councillors onsite. It is suggested that the Defibrillator be re-sited slightly, taking it closer to the Church Hall entrance. Councillor Gareth Sullivan has agreed to use his Swansea Council Community Budget to pay for bollards to be placed around the Defibrillator. These actions should address the problem of indiscriminate parking, restricting access.

The Chair of Council, Councillor Peter Gibson has liaised with the Church to obtain permission to re-site the Llangyfelach Church Hall defibrillator. The Church are fully supportive.

Recommended that:

- 1) The update be noted.
- 2) The Clerk instruct Phillips Services (Wales) Ltd to move the electrical supply for the defibrillator subject to the Church giving authority.
- 3) Councillor Gareth Sullivan be thanked for using his Community Budget to fund the bollards.

19. Training (For Information)

The Clerk referred to the monthly One Voice Wales Remote Training Schedule. Councillors and the Clerk should regularly review their training requirements and were urged to consider training as required. Should a Councillor wish to attend training they should liaise with the Clerk.

The Clerk outlined the training courses recently attended or scheduled planning to attend by Councillors / Clerk.

Course	Date	Attendee
One Voice Wales. Code of Conduct. Module 9	6 April 2021	Cllr Tom Fenn

20. NHS, Social Care & Frontline Workers Day - 5 July 2021

a) Flagpole at Llangyfelach Church Tower

The Chair of Council and Clerk have been seeking a company to refurbish the flagpole, its fixing and to re-erect it. To date this has proven difficult, however Councillor Sharon Phillips has offered for her company to assist as they have done similar work with the former Weathervane on the Church Tower.

Recommended that:

- 1) The update be noted.
- 2) Councillor Sharon Phillips in consultation with the Chair of Council and Clerk be authorised in carry out the works to the flagpole.

b) NHS & Keyworkers Rainbow commemorative bench on the Village Green

The Clerk stated that he had ordered the bench and had obtained a quote of approximately £1,800 from Swansea Council to install it. The usual practice for bench installation is that Swansea Council would take on ownership of the bench and if it were damaged, then the bench would be removed and not replaced.

Recommended that:

- 1) The update be noted.
- 2) Swansea Council be instructed to install the bench.

21. One Voice Wales Membership 2021-2022

The Council's Membership of One Voice Wales had ended, and a renewal membership letter has been received. The cost being £374. To assist Councillors to understand the benefits of membership of One Voice Wales, the following documents had been circulated:

- A letter giving details of what One Voice Wales have been up to on your behalf during 2020-2021 financial year.
- A Frequently Asked Questions Leaflet in relation to the work of One Voice Wales.
- A Guide to our Services Brochure which explains in detail what your council can expect from One Voice Wales if you are in membership.

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- One Voice Wales Members Survey 2020.
- Invoice / Membership Form.

Recommended that:

- 1) The Council continue its One Voice Wales Membership.

22. Christmas Tree on Village Green

The Clerk has been working with Swansea Council in relation to the possibility of planting a permanent Christmas Tree on the Village Green. A verbal update will be provided.

23. Commencement Time of Council Meetings.

The Vice Chair of Council, Councillor Mike Glover has asked that the commencement time of Council Meetings be reviewed.

Recommendation. The views of Council are sought.

Huw Evans
Clerk to Llangyfelach Community Council