



Item No's. 9 to 22

Annual Council – 13 May 2021

Reports of the Clerk.

9. 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 (April 2021)	406.89
CCS Pension Fund (Clerk) (April 2021)	159.27
HB Enoch & Owen Payroll Services (Issue P45 to former Clerk & Close that payroll)	54.00
Pentagon (Website Hosting 05.04.2021-05.04.2022) & Domain Renewal (llangyfelachcommunitycouncil.org.uk)	280.08
Ronald Dolbear (Internal Auditor)	300.00
Planning Aid Wales. Introduction to Planning Enforcement Course on 27 May 2021. Cllrs Paul Baker & Mark Tribe attending.	60.00
Determined by Council	
One Voice Wales Membership 2021-20212. (Council 08.04.2021)	374.00
Bluetooth Mouse. (Council 08.04.2021)	29.75
ICO Registration. (Council 08.04.2021) Price was £40 per annum but due to paying via Direct Debit, it dropped to £35.	35.00
Mr Flag. Welsh National Flag & Thank You NHS Flag. (Council 11.03.2021)	219.60
Donation to Llangyfelach AFC. (Council 10.12.2020)	5,000.00

10. Financial Reporting (For Information)

i) Bank Accounts - Reconciliation

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

11. Correspondence (emailed to all Councillors)

One Voice Wales. Remote Training Sessions – April / May 2021.
One Voice Wales. News Bulletin.
National Grid - Western Gas Network Upgrade.
Pontarddulais Town Council. Press Release. Swansea Local Development Plan.

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Sweet Pickings Swansea. Query about a donation. Crowdfunder page is: https://www.spacehive.com/sweetpickingsswansea
Joint One Voice Wales / Society of Local Council Clerks (SLCC) Event. 13 May 2021 (10.00-16.00).
Welsh Centre for Action on Dependency and Addiction (WCADA). Food Assistance.
Mudiad Meithrin. Clwb Cwtsh sessions for Welsh Learners - May 2021. Contact: emyr.williams@meithrin.cymru
Audit Wales. Live Webinar: Your Town, Your Future. Your Town, Your Future – Town Centre Regeneration Event. 20 May 2021 (10.30-12.00).
Planning Aid Wales. Introduction to Planning Enforcement.
Dyfed Powys Police. Telephone Scam Posters.
Dyfed Powys Police. Passwords...A Gentle Reminder.
Tenovus Cancer Care - Help Give Hope / Helpu Cynnal Gobaith.

12. Delegates on Outside Bodies Report (Verbal) (For Information)

13. General / ICT Matters (Verbal)

14. 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) Delegates on Outside Bodies Reports. f) General / ICT Matters. g) Workplan. h) Planning Applications & Planning Matters - Swansea Council. i) Highways, Footpaths, Cycleways & Bridleways - Swansea Council. j) Training. k) Llangyfelach Ward Councillor Update. Additional Items. Discussed as required:
January	➤ Budget for Next Financial Year. ➤ Set Precept. ➤ Set Amounts for Grants & Donations Policy.
February	➤ Review Standing Orders & Financial Regulations. ➤ Personnel Committee - Clerk's Appraisal.
March	➤ Review Asset Register. ➤ Consider Requests for Grants and Donations.
April	-
May	➤ Constitutional Matters.

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Annual Meeting	➤ All Committees (Finance, Personnel). Elect Chair & Vice-Chair.
June	➤ Annual Governance Statement. ➤ Internal Auditors Report.
July	➤ Consider Requests for Grants and Donations.
August	No Meetings.
September	Finance Committee. 6 Month Budget Monitoring.
October	➤ Christmas Newsletter. ➤ Christmas Tree, Illuminations & Festivities.
November	➤ Consider Requests for Grants and Donations. ➤ Christmas Newsletter. ➤ Christmas Tree, Illuminations & Festivities.
December	➤ Finance Committee. Draft Budget for Next Year.
To be confirmed	Agree the External Auditors Report.

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

A verbal report shall be provided if required.

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

i) Street Sign at Bryn Rhosyn

Councillor Mark Tribe will highlight an issue relating to street signage at Bryn Rhosyn. He states that the placement of the signage makes it difficult for people to locate No. 15 & 17 Bryn Rhosyn.

Recommendation. The views of the Council are sought.

ii) 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.

Councillor Gareth Sullivan shall provide an update at the meeting.

Recommended that:

- 1) The update be noted.

17. 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.

Cyngor Cymuned **Llangyfelach** Community Council

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

Course	Date	Attendee
Planning Aid Wales. Introduction to Planning Enforcement.	27 May 2021	Cllr Paul Baker Cllr Mark Tribe

18. Llangyfelach Ward Councillor Update (Verbal)

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

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

Councillor Gareth Sullivan shall provide an update at the meeting.

Recommended that:

- 1) The update be noted.

20. Defibrillators within the Llangyfelach Community Council Area

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

- i) Defibrillator at Junction of Heol Pentre Felen & Bryn Hedydd**
The Clerk remains in dialogue with Swansea Council relating to the need for bollards and their cost at the site of the proposed defibrillator at the junction of Heol Pentre Felen & Bryn Hedydd. He will provide an update at the Meeting.

Recommended that:

- 1) The update be noted.

- ii) Defibrillator at Griffiths Waste Management, Bryntywod**
Councillor Phil Crayford shall provide a verbal update.

- iii) Defibrillator at Llangyfelach Church Hall**
Phillips Services (Wales) Ltd have been instructed to move the electrical supply for the defibrillator. The work is scheduled for 4 May 2021. Once complete, Swansea Council will place bollards around it to prevent vehicles restricting access to the defibrillator.

Recommended that:

- 1) The update be noted.

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

i) Flagpole at Llangyfelach Church Tower

Councillor Sharon Phillips and her husband have purchased the flagpole. The Clerk has ordered a Welsh Dragon National Flag and an NHS flag. Further updates shall be provided at the meeting.

Recommended that:

1) The updates be noted.

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

The Bench has been ordered and Swansea Council instructed to carry out the work of constructing the plinth. The Chair of Council has met with Officer of Swansea Council to confirm the location of the plinth and bench.

Recommended that:

1) The update be noted.

22. Council Priorities & Spending Plan 2021-2022

It is good governance for the Council to define its Priorities and Spending Plan for the forthcoming year. Such a plan will assist in setting the Community Council precept. It also addresses an item raised in the recent Internal Auditors Report 2020-2021. Items that could be considered include:

- i) To continue to work with Swansea Council / Third Sector Organisations / Private Businesses to improve the appearance of the area by working with the Llangyfelach Ward Member and other relevant parties.
- ii) Playground Improvements at Fairview Road.
- iii) NHS, Social Care & Frontline Workers Day – 5 July 2021.
- iv) Making Llangyfelach Community Council a Defibrillator Friendly area with Defibrillators being located at Junction of Heol Pentre Felen & Bryn Hedydd, Llangyfelach Church Hall & Griffiths Waste Management, Bryntywod.
- v) Working with the Community.

Recommended that: The views of Council are sought.