



Item No's. 7 to 21

Council – 9 September 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 Annual Council resolution of 13 May 2021 (Minute 23 “Constitutional Matters” refers).

| Payments | £ |
|--|----------|
| Clerk Salary (July 2021) | 406.89 |
| Clerk Salary (August 2021) | 406.69 |
| CCS Pension Fund (Clerk) (July 2021) | 159.27 |
| CCS Pension Fund (Clerk) (August 2021) | 159.27 |
| Temporary Clerk to Cover Clerk Sickness | 150.00 |
| Planning Aid Wales. The Value of Engagement in Planning. 12 July 2021. Cllr Mark Tribe | 30.00 |
| | |
| Determined by Council | |
| Llangyfelach PTFA. Donation towards School's Art Project. (Council 8 July 2021) | 1,000.00 |
| Microsoft 365 (Annual Subscription). Council 9 July 2020) | 79.99 |

8. Financial Reporting (For Information)

i) Bank Accounts - Reconciliation

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

9. Correspondence (emailed to all Councillors)

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| One Voice Wales. Remote Training Sessions – August & September 2021. |
| One Voice Wales. Operation London Bridge. |
| Swansea Council. Consultation on draft Swansea Supplementary Planning Guidance (SPG). |
| One Voice Wales. Innovative Practice Conference. Working in Partnership to Secure the Future Well-Being of our Communities. 22 September 2021. |
| Swansea Council. Grant funding for Biodiversity 2021/22 |
| Planning Aid Wales. Latest news and information from Planning Aid Wales |
| Swansea Council. Planning Applications. Weekly List 29 - Week ending 16 July 2021. |

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| One Voice Wales. New networking group to discuss Environmental issues. |
| Swansea Council. Welsh Government funded bike library for Swansea |
| One Voice Wales. New Year's Honours 2022 – Commission. |
| One Voice Wales. Establishing a Community Fridge. |
| One Voice Wales. Electoral Reform Newsletter July 2021. |
| Mynydd y Gwair. Mynydd y Gwair Wind Farm - Community Fund. |
| Swansea Council. Planning Applications. Decision List Week ending 30 July 2021. |
| One Voice Wales. Press Release “A call for communities in Wales to submit their interest to improve local paths and nature”. |
| Swansea Council. Economic Recovery Fund - Application Process. |
| Welsh Government. Draft Local Elections (Principal Areas) (Wales) Rules 2021 and Draft Local Elections (Communities) (Wales) Rules 2021. |
| Swansea Council. Apply for RDP (Rural Developing Programme) funding |
| One Voice Wales. Updated guidance in support of the 2016 Model Code of Conduct |
| One Voice Wales. Innovative Practice Conference. 22 September 2021. |
| One Voice Wales and Keep Wales Tidy Free Webinar. 2-3.30pm on Wednesday, 15 September 2021. “Keep Wales Tidy Caru Cymru programme – How Community and Town Councils can get engaged”. |
| McDonalds. Get to Know Ronald McDonald House Charities. |
| Swansea Council. Funding available from MBS Charitable Foundation |
| One Voice Wales. BT Scam - Ongoing. |
| One Voice Wales. Consultation on local taxes for second homes and self-catering accommodation. |
| Swansea Council. Active Travel Programme 2021/22 (Llangyfelach Ward). |
| Planning Aid Wales. Responding to Planning Applications Online Training. 6-8pm on 8 September 2021. |
| One Voice Wales. Delivering Well-being with Donut Economics. 11am-1pm on 14 September 2021. |
| Swansea Council. Help for Families from Afghanistan |
| One Voice Wales. OVW Consultation Response to the IRPW Remuneration Framework for Community and Town Councils Review. |
| Welsh Government. Electoral Reform Newsletter August 2021. |
| Welsh Government. Improving health services in your area. |
| The Queen’s Platinum Jubilee Beacons - 2 June 2022. |
| Welsh Government. Cymru'n Cofio Wales Remembers final publication. |
| Natural Resources Wales. Our Living Trails - Newsletter 1. |
| Home-Start Cymru's Why Do I campaign. |
| Welsh Government. Swansea Bay University Health Board Older People's Mental Health Services (OPMHS). |

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

11. General / ICT Matters (Verbal)

i) Microsoft 365

In accordance with the resolution of Council of 9 July 2020, the Clerk has paid the annual subscription of £79.00 for Microsoft 365.

Recommended that the annual subscription to 365 be continued.

12. 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 Annual Meeting | ➤ Constitutional Matters. ➤ 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. |

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| | ➤ Christmas Tree, Illuminations & Festivities. |
| December | ➤ Finance Committee. Draft Budget for Next Year. |
| To be confirmed | Agree the External Auditors Report. |

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

A verbal report shall be provided if required.

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

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

The Clerk has emailed the Leader of Swansea Council seeking an update on the crossing.

Recommended that the update be noted.

15. 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.

16. Llangyfelach Ward Councillor Update (Verbal)

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

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

Following a tender process by Swansea Council, Dragon Play has been appointed as the scheme Contractor. Swansea Council is currently working on enabling these works, with a target completion of week commencing 1 November 2021.

Recommended that the update be noted.

18. Defibrillators within the Llangyfelach Community Council Area

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

i) Defibrillator at Griffiths Waste Management, Bryntywod
Griffiths Waste Management have given permission for a defibrillator to be placed on their fence. Discussions are ongoing between Griffiths Waste Management, Heartbeat Trust UK, and Councillor Phil Crayford.

Recommended that the update be noted.

ii) Defibrillator Leaflet

Heartbeat Trust UK suggest that the Council considers printing a leaflet setting out how to use a defibrillator and that it be distributed to each household within the Community Council area. Heartbeat Trust UK use a company for the design; however, the Council would require three quotes for the printing and distribution costs.

Recommended that the Clerk obtain the quotations and proceed to print and distribute the A5 leaflet in accordance with the Council's Financial Regulations.

19. Mynydd y Gwair Wind Farm Community Fund

Round 7 of the Mynydd y Gwair Wind Farm Community Fund closes at noon on 20 September 2021. The Mynydd y Gwair Wind Farm Community Fund provides grants to organisations providing services, facilities or activities that benefit the communities within the Community / Town Council areas: Llangyfelach, Pontlliw and Tircoed, Pontarddulais, Mawr, Penllergaer, Clydach and Morryston (the defined area of benefit of the fund). Further information may be found at: www.scvs.org.uk/myg-commfund

Councillor Peter Gibson has volunteered to co-ordinate an application on behalf of the Community Council.

Recommended. The views of Council are sought.

20. Y Llwyni, Llangyfelach – Asset Transfer

Swansea Council are seeking clarity on what the Community Council wishes to do in relation to the potential asset transfer of Y Llwyni, Llangyfelach. They state that the final legal documentation was sent to the Community Councillors solicitor in October 2018 to which the Community Council did not respond. In October 2019 Councillor Sullivan arranged a site meeting to discuss the issue of asset transfer further.

It appears that the delay is caused due to the question of responsibility of the trees on the site being passed to the Community Council. Swansea Council state that if they were to exclude the maintenance obligation for the trees it would somewhat defeat one of the main purposes of the transfer from the City Councils perspective.

Recommended that: The views of the Council are sought.

21. Bench at Y Llwyni, Llangyfelach

Councillor Mark Tribe has asked that this item be added to the agenda. It follows a request by a local resident for a seating area to be placed on the green site in the vicinity of Y Llwyni.

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Councillor Tribe Council shall provide a verbal update relating at the meeting.

Recommended that: The views of the Council are sought.

Huw Evans
Clerk to Llangyfelach Community Council