

Item No's. 7 to 24

Council – 11 November 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 (October 2021)	406.69
CCS Pension Fund (Clerk) (October 2021)	159.27
Determined by Council	
Heartbeat Trust UK. Defibrillator Cabinet at Bryntywod. Council – 11 March 2021.	375.00
Information Commissioner Office. Data Protection Officer Certificate. Direct Debit. Council – 8 April 2021.	35.00
Royal British Legion Industries (RBLI). Unknown Tommy Statue & Unknown Women in War Statue. Council – 14 October 2021.	370.00
Royal British Legion. Wreath for Remembrance Sunday. Council – 14 October 2021.	21.98

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)

One Voice Wales. Pilot of Community and Town Councils Self-Evaluation Toolkit - Expression of Interest
Swansea Active Travel. Invitation to online presentation, Tuesday 19 October 2021, 12 noon – 1 pm, or Tuesday 2 November 2021, 6-7pm
One Voice Wales. Protect our natural environment
One Voice Wales. Consultation on Updating Earnings Thresholds for Council Tax Recovery
One Voice Wales. News Bulletin
One Voice Wales. Taking Action Against Ageism Training (For Stakeholders)
Planning Aid Wales. Understanding Section 106 Planning Obligations. 18 October 2021, 6-8 pm
Gallagher Communities Team. Webinar, Wednesday 3 November 2021 at 10am
Planning Aid Wales. Latest news and information

One Voice Wales. Amended version of the model Informal Resolution Protocol
One Voice Wales. Remote Training Sessions – October, November & December 2021
Lliw Reservoirs launch Wildlife Trail
One Voice Wales. Exciting news for all Community and Town Councils. KWT Packages
Ageing Well Flyer
One Voice Wales. Welsh Government research into the role and remuneration of Councillors in Wales
One Voice Wales. COP Cymru 2021 – a toolkit for stakeholders
One Voice Wales. Magnificent Meadows Cymru - A Plant life webinar, Monday, 1 November 6-7pm
The Queen's Platinum Jubilee Beacons – 2 June 2022
Welsh Government. People's Practice Peer-to-Peer Network
Ystadau Cymru Training and Skills Framework. Delivering Public Value – A Strategic Approach to Social, Environmental & Economic Value. Webinar 10am-1pm on 3 November 2021

10. Feedback from Delegates on Outside Bodies (Verbal) (For Information)

11. General / ICT Matters (Verbal)

12. Workplan (For Information)

The Workplan 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) Feedback from Delegates on Outside Bodies. 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. <p>Additional Items. Discussed as required:</p>
January	<ul style="list-style-type: none"> ➤ Budget for Next Financial Year. ➤ Set Precept. ➤ Set Amounts for Grants & Donations Policy.

February	<ul style="list-style-type: none"> ➤ Review Standing Orders & Financial Regulations. ➤ Personnel Committee - Clerk's Appraisal.
March	<ul style="list-style-type: none"> ➤ Review Asset Register. ➤ Consider Requests for Grants and Donations.
April	-
May Annual Meeting	<ul style="list-style-type: none"> ➤ Constitutional Matters. ➤ All Committees (Finance, Personnel). Elect Chair & Vice-Chair.
June	<ul style="list-style-type: none"> ➤ Annual Governance Statement. ➤ Internal Auditors Report.
July	➤ Consider Requests for Grants and Donations.
August	No Meetings.
September	<ul style="list-style-type: none"> ➤ Christmas Newsletter. ➤ Christmas Tree, Illuminations & Festivities. <p>Finance Committee. 6 Month Budget Monitoring.</p>
October	<ul style="list-style-type: none"> ➤ Christmas Newsletter. ➤ Christmas Tree, Illuminations & Festivities. ➤ Remembrance Sunday.
November	<ul style="list-style-type: none"> ➤ 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.

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

i) Proposed 5G Telecommunications Installation for H3G UK

Stakeholders have been informed of the proposed installation prior to the submission of a formal planning application. The application will be in the name of CK Hutchison Networks (UK) Ltd who will be responsible for construction of the site, the Operator will be H3G better known as Three.

Site Name/Address: Mynydd Gelli Wastad Road Streetworks, Pant Lasau, Morriston, Swansea, Wales, SA6 6NU. NGR: E: 266101 N: 200160.

Type of Installation: Proposed 15.0m Phase 8 monopole c/w wraparound cabinet at base and associated ancillary works.

Recommended: The views of Council are sought.

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

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

The Leader of Swansea Council has offered to attend this meeting to outline solutions to the crossing and the potential use of the Recovery Fund. The offer has been accepted.

The Chair of Council will provide an update in relation to the Freedom of Information requests he submitted.

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

Councillor Gareth Sullivan, Llangyfelach Ward Councillor on Swansea Council shall provide a verbal update at the meeting.

18. Defibrillators within the Llangyfelach Community Council Area

The three defibrillators were now in place and fully operational. Information relating to the location of the defibrillators and how to use them would be placed in the Christmas Newsletter.

Recommended that the update be noted.

19. Christmas Newsletter

The Clerk stated that quotations for the Christmas Newsletter had been sought and that Low Cost Printing had been awarded the work. Councillors Peter Gibson & Paul Baker are leading the Newsletter work.

Recommended that the update be noted and the decision to award the works to Low Cost Printing be ratified.

20. Christmas Tree, Illuminations & Festivities

The Llangyfelach Community Council Christmas Event has been arranged for Friday, 10 December 2021. As agreed, by Council on 14 October 2021, Father Christmas has been invited.

The Clerk stated that quotations for the Christmas Tree and Illuminations had been sought and that Phillips Services (Wales) Limited had been awarded the work.

Recommended that the update be noted and the decision to award the works to Phillips Services (Wales) Ltd be ratified.

21. Remembrance Sunday

Remembrance Sunday is a day to commemorate the contribution of British and Commonwealth military and civilian servicemen and women in the two World Wars and later conflicts. Remembrance Sunday falls on 14 November 2021.

In accordance with the Council resolution of 14 October 2021, a Poppy Wreath, an Unknown Tommy Statue & Unknown Women in War Statue have been purchased. The Clerk will arrange for Swansea Council to place the statues on the village green either side of the Commemorative Bench.

In the absence of the Chair of Council, the Vice Chair will lay the wreath on behalf of the Council.

Recommended that the update be noted.

22. Consider Requests for Grants and Donations – Silver Cross Scout Campsite, Llangyfelach

The Warden of Silver Cross Scout Campsite, Llangyfelach has submitted a request for a donation towards the creation of an outside sitting area which would be accessible for able-bodied and wheelchair users where day visitors would be able to meet or eat a packed lunch.

They plan to clear some ground area and make it easily accessible with a hard surface and have picnic benches with overhangs at the side to accommodate wheelchairs. They would also like to erect some type of shelter / canopy in case of wet weather.

The campsite is situated approximately halfway between Llangyfelach and Penllergaer to the north of the M4. The site has been there since 1951 and the 6th Llangyfelach Scout Group are frequent visitors to the site. The Warden also extends an invitation for any Councillor to carry out a site visit. Should you wish to do so, please liaise with the Clerk.

Should the Council award the grant / donation, 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 PTFA, it will have to follow its "Grants & Donations Policy" adopted by Council on 14 January 2021. The Policy may be viewed at <https://www.llangyfelachcommunitycouncil.org.uk/wip/wp-content/uploads/2021/02/Grants-Donations-Policy-2021Jan14.pdf>

The Council must satisfy itself that the donation will benefit the area and a significant number of residents. Ideally there should be clear evidence of local need or demand for the proposed activity. The application must also be accompanied by supporting documents:

- Summary of the applicant's accounts for the last financial year.
- Details of the applicant's organisation, Committee, and meeting structure, appointed officers, etc. Councillors must feel confident that appropriate management mechanisms and financial controls are in place within the applicant's Organisation.
- Other funding sources applied for in relation to the donation concerned.

The supporting documentation have been submitted.

Recommendation. The view of Council is sought.

23. Provision of Bins - Bryntywod

Councillor Phil Crayford requested that this item be added to the agenda. He would like the Council to consider providing bins for litter and dog mess in the Bryntywod area.

Recommendation. The view of Council is sought.

24. Budget Review

The Finance Committee on 14 October 2021 carried out a Budget Monitoring 2021-2022 Review. This was to ensure good governance.

The Community Council's Bank Balances as of 1 November 2021:

Account	Balance
Current Account	£8,557.01
Reserve Account	£22,010.86
Total	£30,567.87

The Finance Committee considered the “Council Priorities & Spending Plan 2021-2022” which had been agreed at the Annual Meeting of Council on 13 May 2021. The Committee noted the Financial Budget Comparison 2021-2022 and the Bank Balances.

The Committee also recommended that Council consider the issue of Reserves, and take appropriate action taken to reduce and / or earmark the reserves for specific projects such as the forthcoming Local Government Elections on 5 May 2022 and the Crossing of the B4489 etc.

Recommended that:

- 1) The update be noted.
- 2) The Council propose ways to reduce / earmark reserves.

Huw Evans
Clerk to Llangyfelach Community Council