



Minutes of Meeting of Council

Held: Multi-Location Meeting: At: Llangyfelach Church Hall, Llangyfelach & Remotely via Microsoft Teams

On Thursday, 10 February 2022 at 6.00pm.

Present: Councillor Mark Tribe (Vice-Chair) presided

Councillors: Paul Baker, Phil Crayford, Tom Fenn, Sharon Phillips & Gareth Sullivan

Clerk to the Council: Huw Evans

179 Apologies for Absence

Apologies for absence were received from Councillors Peter Gibson & Mike Glover.

180 Disclosures of Personal & Prejudicial Interests

In accordance with the Code of Conduct adopted by Llangyfelach Community Council, no interests were declared.

181 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) 13 January 2022.

182 Announcements of the Chair of Council

There were no announcements.

183 Public Question Time

Natalie Jones asked if Llangyfelach Community Council could assist her in making the community more wildlife friendly. She stated that hedgehogs and other wildlife lived on the green area near Y Llwyni.

The Council indicated its support and desire to make the community more wildlife friendly and suggested that Natalie Jones refer to the Council's Grants & Donations Policy and submit a request.

184 PCSO (Police Community Support Officers) Report

The Vice-Chair, Councillor Mark Tribe presented the PCSO report. The report listed the work carried out in recent months by the PCSO and Police in the area. It included Speeding Operations at Swansea, Road, Heol Pentre Felen and Y Llwyni.

185 Record of Payments

The Clerk outlined those payments made since the last meeting of Council. The payments were made in line with Minute 23 "Constitutional Matters 2021-2022" of the Annual Council held on 13 May 2021.

Payments	£
Clerk Salary (January 2022)	406.89
CCS Pension Fund (Clerk) (January 2022)	159.27
Determined by Council	
Phillips Services (Wales) Ltd. Christmas Tree & Illuminations. Council - 11 November 2021	2,399.99
Mr Flag. Platinum Jubilee Outdoor Quality Flag 5 (St David). Council – 13 January 2022	112.80
Clerk Salary (January 2022)	406.89
CCS Pension Fund (Clerk) (January 2022)	159.27

Resolved that the payments be noted / approved.

186 Financial Reporting

i) Bank Accounts - Reconciliation

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

Resolved that the Bank Accounts – Reconciliation report be noted.

187 Correspondence

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

Correspondence	Actions
Planning Aid Wales. Latest news from Planning Aid Wales	Noted.
One Voice Wales. Training – January, February & March 2022	Noted.
One Voice Wales. The Queen's Platinum Jubilee – National Lottery Awards for All	Noted.
One Voice Wales. Information Highlights - January	Noted.

Planning Aid Wales. Latest news from Planning Aid Wales	Noted.
One Voice Wales. Violence against women Welsh Government Consultation	Noted.
Planning Aid Wales. Responding to Policy Consultations	Noted.
One Voice Wales. News Bulletin	Noted.
One Voice Wales. Phishing emails - Gift Cards	Noted.
One Voice Wales. Training - January, February & March 2022	Noted.
One Voice Wales. Vacancy -- Non-Executive Director for Welsh Government Board	Noted.
Planning Aid Wales. Important upcoming event	Noted.
Glasdon UK Limited. Platinum Jubilee 2022: Ideas for Commemorations	Noted.
Events at SLCC. Tackle climate change at a local level	Noted.
Planning Aid Wales. Important upcoming event	Noted.
One Voice Wales. Raising awareness / promotion videos – Community and Town Councillors	Noted.
One Voice Wales. Important information – The Queen's Platinum Jubilee Beacons 2 June 2022.	Noted.

188 Feedback from Delegates on Outside Bodies

i) One Voice Wales – Swansea Area Committee – 17 January 2022.

The Vice-Chair, Councillor Mark Tribe and the Clerk provided feedback from the recent One Voice Wales – Swansea Area Committee.

189 General / ICT Matters

There were no matters.

190 Workplan (For Information)

The Council Workplan was presented.

191 Planning Applications & Planning Matters - Swansea Council

No Planning Application or Planning Matters were raised.

192 Highways, Footpaths, Cycleways & Bridleways - Swansea Council

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

The Clerk stated that he had submitted the application to Swansea Council's, Recovery Fund – Community Section. He thanked Kristy Tillman and Stuart Davies (Officer of Swansea Council) for their support and assistance during the process.

The Clerk stated that the price of the scheme had escalated due to the need for additional works. If the Community Council application is successful, the design stage and formal consultation is likely to commence in April-May 2022 with the works being completed during the 2022-2023 financial year.

The Clerk referred to Minute 16 “Highways, Footpaths, Cycleways & Bridleways – Swansea Council – ii) Road Safety – Crossing B4489 at Junction of Swansea Road & Pengors Road, Llangyfelach” of the Annual Meeting of Council held on 13 May 2021. He reminded Councillors of the Community Council's resolution to contribute £10,000 towards the crossing. This fact was reflected in the application.

Resolved that update be noted.

193 Training

The Clerk referred to the One Voice Wales training list and urged Councillors to undertake training.

He also referred to Section 67 “Community Council Training Plans” of the Local Government & Elections (Wales) Act 2021 which places a duty on each Community Council to make and publish a Training Plan setting out its proposals in relation to the provision of training for the Councillors and Staff of the Community Council.

Resolved that the Clerk bring a further report on the legislative requirement.

194 Llangyfelach Ward Councillor Update

Councillor Gareth Sullivan, Llangyfelach Ward Councillor submitted an update on issues affecting the Ward.

195 Playground at Fairview Road – Provision of Benches & a Bin

The Clerk stated that he had been in contact with Swansea Council as instructed by Council on 13 January 2022. Swansea Council have provided written permission for the Community Council to fund and provide two benches at the Fairview Road playground.

Swansea Council have indicated that there would be a delay in them installing concrete plinths for the benches; however, they had given written permission for the Community Council to seek its own quotes to undertake the work.

Swansea Council have agreed to place the bin at a more suitable location and Councillors Phil Crayford and Mark Tribe were liaising with Swansea Council in that regard.

Councillors raised concerns at dogs running loose within the fenced area of the playground.

Councillors also raised concerns in relation to the playground at Bryn Glas / Llysgwyn, Llangyfelach. They were concerned that there are big gaps in the fenced area surrounding the playground. This could lead to children wandering out of the playground without the parent being aware.

Resolved that:

- 1) The Clerk purchase two benches for the Fairview Road playground. If possible, these should be made from a composite material.
- 2) The Clerk seek quotes for the installation of two concrete plinths at the playground to accommodate the benches.
- 3) Councillors Phil Crayford and Mark Tribe continue liaising with Swansea Council regarding the location of the bin and the benches.
- 4) The Clerk ask Swansea Council to place signs in the vicinity of the playground advising that dogs must be kept on a lead when within the fenced area of the playground.
- 5) The Clerk ask Swansea Council to address the problem of the gaps in the fence at the Bryn Glas / Llysgwyn playground to ensure child safety.

196 Review of Standing Orders

The Clerk stated that he had reviewed the Council's Standing Orders. He stated that the Council had adopted the Model Standing Orders (Wales) 2018 as drafted by the National Association of Local Councils (NALC) on 11 February 2021. They had been amended slightly to reflect local choice.

Resolved that:

- 1) The Model Standing Orders (Wales) 2018 as amended and set out in Appendix A of the report be re-adopted.
- 2) The Model Standing Orders (as amended) be placed on the Council's Web site.

197 Review of Financial Regulations

The Clerk stated that he had reviewed the Council's Financial Regulations. He stated that the Council had adopted the Model Financial Regulations (Wales) 2019 as drafted by the National Association of Local Councils (NALC) and One Voice Wales (OVW) on 11 February 2021. They had been amended slightly to reflect local choice.

Recommended that:

- 1) The Model Financial Regulations (Wales) 2019 as amended and set out in Appendix A of the report be adopted.
- 2) The Model Financial Regulations (as amended) be placed on the Council's Web site.

198 Certified Annual Returns – Year Ended 31 March 2020 & 31 March 2021

The Clerk stated that Audit Wales had completed their audit of the Council's accounts for the year ended 31 March 2020 and the year ended 31 March 2022. The Accounts and Audit (Wales) Regulations 2014 set out the actions to be carried at the completion stage of an audit.

He stated that the Certified Annual Returns for Year Ended 31 March 2020, Year Ended 31 March 2021 and the Audit Completion Notice had been published on 31 January 2022. They had also been posted and published on the Council's Notice Board and on its website.

The Auditor General's Report, Audit Opinion for both years was outlined within the report.

Resolved that:

- 1) The Certified Annual Returns – Year Ended 31 March 2020 & 31 March 2021 be noted and the relevant learning points / observations be actioned.
- 2) The fact that the Clerk posted and published the Certified Annual Returns for Year Ended 31 March 2020, Year Ended 31 March 2021 and the Audit Completion Notice on the Council's Notice Board and on its website on 31 January 2022 be noted.
- 3) The Clerk be authorised to pay the invoices promptly when the invoices arrive.

Next Council Meeting

6.00pm on Thursday, 10 March 2022.

The meeting ended at 7.00 p.m.

Chair