

Items 7 to 22

Council – 10 March 2022

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 (February 2022)	406.69
CCS Pension Fund (Clerk) (February 2022)	159.27
Determined by Council	
-	-

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)

Eden Project Communities. The Big Jubilee Lunch.
Smart Towns Cymru. Become a Smart Town.
One Voice Wales. News Bulletin.
Organisation for Economic Co-operation & Development (OECD). Future of Regional Development in Wales Questionnaire.
Independent Remuneration Panel for Wales (IRPW). Annual Report 2022.
Swansea Council. Crowdfunding for Jubilee Projects.
One Voice Wales. Training Courses – March 2022.
Older People's Commissioner's. Newsletter.
Department for Levelling Up, Housing & Communities. Her Majesty The Queen's Platinum Jubilee.
Welsh Government. Apprenticeship Scheme. Opens on 28 March 2022.
Boundary Commission for Wales. Public Hearing. Grand Hotel, Swansea SA1 1NX. Between 8am and 8pm on 1 March 2022.
Swansea Rural Development. Partnership News.
Nature and Us. The national conversation on the future of Wales' natural environment.
Blachere Illumination UK Ltd. Platinum Jubilee Range.
Planning Aid Wales. Training.
Society of Local Council Clerks (SLCC). Civility and Respect Project Update.
Ageing Well in Wales. Opportunities and Events.

Woodland Trust. Seasonal woodland events are back.
Welsh Government. Consultation on how to measure the inclusion of migrants in Wales.
One Voice Wales. Information on Swifts.
Swansea Council. Planning Decision List Week ending 4 February 2022.
One Voice Wales. Report on Section 47 Multi Location Meetings.
Natural Resources Wales. New Countryside Code advice for land managers.
Dŵr Cymru Welsh Water. Draft Water Resources Management Plan 2024 – Pre-Consultation.
Mawr Community Council. Project Co-ordinator.
One Voice Wales. Tree planting and Orchards. Pethau Bychain Nature Forum.
Royal British Legion Industries. Planting a Tree for the Jubilee.
Gallagher. Communities Newsletter.

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	Standard Items. Discussed each month: 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. Additional Items. Discussed as required:
January	➤ Budget & Precept for Next Financial Year. ➤ Set Amounts for Grants & Donations Policy.
February	➤ Review of Standing Orders. ➤ Review of Financial Regulations. ➤ Personnel Committee - Clerk's Appraisal.
March	➤ Review of Asset Register. ➤ Consider Requests for Grants and Donations.
April	-
May	➤ Constitutional Matters.

Annual Meeting	➤ All Committees (Finance, Personnel). Elect Chair & Vice-Chair.
June	➤ Annual Governance Statement. ➤ Internal Auditors Report.
July	➤ Consider Requests for Grants and Donations. ➤ Christmas Tree, Illuminations & Festivities.
August	No Meetings.
September	➤ Christmas Newsletter. ➤ Christmas Tree, Illuminations & Festivities. ➤ Remembrance Sunday. Finance Committee. 6 Month Budget Monitoring.
October	➤ Christmas Newsletter. ➤ Christmas Tree, Illuminations & Festivities. ➤ Remembrance Sunday.
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.

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

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

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

The Clerk stated that the submission to Swansea Council's Recovery Fund - Community Section had been successful and that the work would be carried out during the 2022-2023 financial year.

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.

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.

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 – Provision of Benches & a Bin

The Clerk stated that he was in process of seeking quotes for the installation of two concrete plinths at the playground to accommodate the benches. He was also seeking options for composite benches.

The Clerk had asked 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. Swansea Council confirmed that they would do so.

He stated that Councillors Phil Crayford and Mark Tribe had met with Swansea Council and agreed a location for the bin.

The Clerk had also asked Swansea Council to address the problem of the gaps in the fence at the Bryn Glas / Llysgwyn playground to ensure child safety. Swansea Council agreed to investigate the issue.

Recommended that the update be noted.

18. Review of Asset Register

The Asset Register has been reviewed. The Council's Assets on 28 February 2022 are:

No.	Asset	Value New £	Year Bought	Current Value £
1	Notice Board	2,750.00	2006	76.00
2	Traffic Cones x 15	120.00	2017	39.32
3	Father Christmas Grotto	800.00	2018	307.20
4	Dell Vostro 15 Laptop	560.00	2018	215.04
5	Epson Workforce WF-2750 Colour Printer	175.00	2018	71.68
6	Defibrillator & Cabinet - Llangyfelach Church Hall	1,520.00	2020	972.80
7	Litter Pickers x 4	11.96	2020	7.65
8	Defibrillator & Cabinet - Junction of Heol Pentre Felen & Bryn Hedydd	1,250.00	2021	1,000.00
9	Defibrillator Cabinet only - Griffiths Waste, Bryntywod	375.00	2021	300.00
10	Welsh Dragon & NHS Flags	219.60	2021	175.68
11	Tommy & Women in War Statues	370.00	2021	296.00
12	Platinum Jubilee Flag	112.80	2022	90.24
	Totals	8,264.36	-	3,551.61

Note:

- 1) Depreciation Based at Less 20% Per Annum.
- 2) Values shown do not include VAT.

Recommended that the Asset Register be noted.

19. Floral Planters @ Llangyfelach

The Clerk stated that Councillors Peter Gibson & Sharon Phillips had met with Swansea Council in relation to having Floral Planters in Llangyfelach during 2022. Swansea Council have stated that it would be possible to also dress some of the lampposts in Heol Pentre Felen and Llangyfelach Road.

The costs being:

- 3 x Barrier Trough £312.
- Lamppost Baskets £104.
- 2 x Base Units £340.
- 4 Tier Units £440.

Recommended. The view of Council is sought.

20. 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 £390. The benefits of membership of One Voice Wales are worthwhile as it provides excellent support and access to a training programme.

Recommended that the Council continue its One Voice Wales Membership.

21. Llangyfelach Primary School – Parents, Teachers & Friends Association (PTFA) - Request for a Grant

Llangyfelach Primary School PTFA has asked the Council for a donation of £3,000 towards the School's Outdoor Development project. They estimate the total cost of the project to be between £6,200-£8,560.

The aim of their project is to install an outdoor multi-gym to assist with the health and wellbeing of the children.

Should the Council award a grant, it would be doing so under the "Power of Well-being (Local Government Act 2000). Its objective being "The promotion or improvement of the social well-being of their area". Such a grant is financially limited and must form part of the same financial limit as Section 137 of the Local Government Act 1972.

Any Grant of Donation must be made in line with the Council's Grants & Donations Policy. This is attached as **Appendix A**.

Council has given the following Grants and Donations to the Llangyfelach PTFA since 2021:

Date	Recipient	Amount
14/01/2021	Llangyfelach PTFA. School Mural	£1,500
08/07/2021	Llangyfelach PTFA. Art Project.	£1,000

Recommendation. The view of Council is sought.

21. Swansea Gymnastics Squad – Elite Training Camp, Portugal June 2022 - Request for a Grant

A Swansea Gymnastics Squad has asked the Council for a donation of £500 towards their Elite Training Camp, Portugal in June 2022. Fifteen (15) girls will be travelling with the majority living in the Llangyfelach area. They state that:

“Any contribution would be a massive help towards the costs of the trip which will include their kits, travel expenses, accommodation, training camp fees, etc. They are all currently in the West Wales and Welsh squad, and this will be an amazing experience for them. It will hopefully give them the confidence and ability to go represent their country in the future years. We have been actively fundraising but are still some way off our target.”

The Clerk has responded to the requester seeking the additional information required under the Council's Policy.

Any Grant of Donation must be made in line with the Council's Grants & Donations Policy. This is attached as **Appendix A**.

Recommendation. The view of Council is sought.

Huw Evans
Clerk to Llangyfelach Community Council