

Items 7 to 20

Council – 14 April 2022

Reports of the Clerk

7. Record of Payments

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).

The “Payments Raised at the Meeting” element of the table require a decision of Council.

Payments	£
Clerk Salary inc. Backdated National Pay Settlement (March 2022)	492.54
CCS Pension Fund (Clerk) (March 2022)	192.80
HMRC – PAYE Income Tax & NI Contributions. QTR 4 (January-March) 2022	326.40
HB Enoch Owen – Payroll	72.60
Determined by Council	
One Voice Wales. Annual Membership 2022-2023. Council – 10 March 2022	390.00
Swansea Council. Supply & Fix of Defibrillator Post on Heol Pentre Felen. Council – 13 May 2021	175.00
Payments Raised at the Meeting	
One Voice Wales. The Council as an Employer. Module 3. Councillor Peter Gibson. 22 March 2022	30.00
Pentagon. www.llangyfelachcommunitycouncil.org.uk domain & Hosting Renewal 05.04.2022-05.04.2023.	290.39

Resolved that:

- 1) The Payments be noted.
- 2) The Clerk be authorised to pay the Payments Raised at the Meeting.

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)

Draig Arian Explorer Scouts. World Scout Jamboree Fundraising
One Voice Wales. Training – March & April 2022
One Voice Wales. National Forest for Wales News
Pontarddulais Town Council. Swansea LDP - an assessment of the impact of the upgrade at M4 Junction 48 and the wider implications of remote working practices
One Voice Wales. Local Elections (Miscellaneous and Consequential Amendments) (Wales) Regulations 2022
One Voice Wales. Co-ordinating Volunteers to respond to emergency situations in Wales
City And County of Swansea. Community and Town Council Elections 2022
City and County of Swansea. Swansea Council - Decision List Week ending 11 March 2022
One Voice Wales. Ystadau Cymru- request for best practice example on Community Asset Transfers
One Voice Wales. Tell us your views - Age Cymru seeks the current experiences of the Covid-19 pandemic and thoughts on recovery from people aged 50 or over
Mynydd y Gwair Community Fund. Support for Queen's Jubilee. £500 Donation
One Voice Wales. Have your say on the new 'Innovation Strategy for Wales'
Law Commission. Law Commission's report on Regulating Coal Tip Safety in Wales
One Voice Wales. Big Meadow Search
City and County of Swansea. Elections – 5 May 2022
One Voice Wales. The Corporate Joint Committee (General) (No.2) (Wales) Regulations 2022 (covering email for stakeholders)
One Voice Wales. Smarter working: a remote working strategy for Wales
One Voice Wales. Can you help? - Nature and us
One Voice Wales. Manifesto for The Future
City and County of Swansea. Weekly List 12 - week ending 25 March 2022
One Voice Wales. Applications for the Welsh Government Apprenticeship Scheme 2022 are now open!
Planning Aid Wales. Latest news and information from Planning Aid Wales
Swansea Council. Events at Switched On Energy Hub
Swansea Council. Important Digital Services Information - Recent email scam
Welsh Government. Preparation and Publication of Statutory Financial Accounts for 2021-22

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

11. General / ICT Matters (Verbal)

12. Workplan (For Information)

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 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. ➤ 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

15. Training (For Information)

The monthly One Voice Wales Remote Training Schedule had been circulated. 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 – Provision of Two Benches

Quotes had been sought and received for the installation of two concrete plinths at the playground to accommodate the two benches. The benches had been ordered from a local composite bench supplier at a cost of £1,242.

The location of the benches had been agreed between Councillors Phil Crayford and Mark Tribe and Swansea Council.

Recommended that:

- 1) The quote of £690 for the two concrete plinths be approved.
- 2) The price of the two benches be noted.

18. Floral Displays

Following the Council resolution of 10 March 2022, Councillors Peter Gibson & Sharon Phillips met with Swansea Council regarding the siting of the Floral Displays in Llangyfelach. The aim being to provide floral displays within the community. The Clerk submitted the order:

- **20 x Lamppost Baskets**
Heol Pentre Felen. Post Numbers: 2, 4, 12, 15, 17, 19, 21, 23, 28 & 30.
Swansea Road. Post Numbers: 131, 132, 133, 135, 136, 138, 141, 144, 145 & 146.
- **1 x 4 Tier Unit**
- **2 x Barrier Troughs**

Recommended that:

- 1) The update be noted.

- 2) The Clerk be authorised to pay Swansea Council when the invoice is received.

19. Community Councillor - email Addresses

The email addresses used by the Community Councillors differ in format slightly. Some use initials, some full names and some use the full name of the Community Council.

It is proposed that the Clerk standardise the format for all Councillors following the Local Government Elections on 5 May 2022. The proposed format being firstname.surname@llangyfelachcc.org.uk

Recommended that the proposed format be adopted.

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

This item was deferred from Council on 10 March 2022.

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