



Minutes of Meeting of Council

Held At / Via: Multi-Location Meeting - Llangyfelach Church Hall, Llangyfelach & Microsoft Teams

On Thursday, 13 October 2022 at 6.00pm.

Present: Councillor Sharon Phillips (Vice-Chair) Presiding

Councillors: Paul Baker, Peter Gibson, Mike Glover, Jamie Jewell & Mark Tribe

Clerk to the Council: Huw Evans

86 Apologies for Absence

Apologies for absence were received from Councillors Phil Crayford & Adrian Roberts.

87 Disclosures of Personal & Prejudicial Interests

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

88 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) 6 September 2022.

89 Announcements of the Chair of Council

i) Notice of Vacancy

The Clerk provided an update stating that there had not been a response to the Notice of Vacancy. The Council could therefore proceed with a Notice of Co-option which would be placed on the Council's Website, the Notice Board and emailed to all Councillors.

ii) Gareth Sullivan

The Vice-Chair of Council welcomed former Councillor Gareth Sullivan to the Meeting. She called on Councillor Peter Gibson to lead the Council's tribute to his work and dedication to Llangyfelach Community Council. Gareth Sullivan was a founding Member of the Llangyfelach Community Council.

90 Public Question Time

No questions were asked.

91 Community Reports

i) PCSO (Police Community Support Officers) Report

There was no report.

ii) LAC (Local Area Co-ordinators) Report

Beh Pike, Local Area Co-ordinator provided an update of her work within the Community.

92 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 2022-2023” of the Annual Council held on 19 May 2022. The “Payments Raised at the Meeting” element of the table required a decision of Council.

Payments	£
Clerk Salary (September 2022)	414.01
CCS Pension Fund (Clerk) (September 2022)	162.06
One Voice Wales Training	35.00
HB Enoch Owen Payroll Services	39.60
Councillor Phil Crayford - Allowance	150.00
Determined by Council	
Tenovus Cancer Care – Donation. Council - 6 October 2022	100.00
Royal British Legion – Poppy Wreath. Council - 6 October 2022	23.98
Introduction to Local Council Administration (ILCA) – Course & Qualification for Clerk. Council – 14 July 2022	144.00
Payments Raised at the Meeting	
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Resolved that:

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

93 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.

94 Correspondence

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

Correspondence	Actions
One Voice Wales. Training	Noted.
Swansea Council – Weekly Planning Applications	Noted.
Swansea Council – Weekly Planning Decisions	Noted.
Planning Aid Wales - Training	Noted.
Swansea Rural Development Partnership. Invitation to “Stories of a Changing Landscape, a Farmer’s Perspective” on 26 October 2022	Noted.
Welsh Government. A Fairer Council Tax Consultation	Noted.
Swansea Council. Commons Registration Act 1965 Section 13 Application - CL49 Llangyfelach Common	Noted.
Home-Start Cymru. #TogetherWeCan - Volunteer Recruitment Campaign	Noted.
Keep Wales Safe. Help Us Help You	Noted.
Joint One Voice Wales / Society of Local Council Clerks Conference – 9 November 2022	Noted.
Welsh Local Government Association. Important survey for town and community councils and key partners	Noted.
One Voice Wales. Guidance on Preparing a Council’s Training Plan Including a Model Plan Template	Noted.
Urdd Gobaith Cymru - Gorllewin Morgannwg / West Glamorgan. Request for a donation	Noted.
Ramblers - Our paths our future	Noted.

95 Feedback from Delegates on Outside Bodies

There was no feedback.

96 General / ICT Matters

There were no matters.

97 Workplan (For Information)

The Council Workplan was presented.

98 Planning Applications & Planning Matters - Swansea Council

There were no matters.

99 Highways, Footpaths, Cycleways & Bridleways - Swansea Council

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

The Clerk stated that Swansea Council had reiterated that the Puffin Crossing would be installed during the current financial year.

Resolved that the update be noted.

ii) Steps linking Pengors Road to Cae Eithin

The Clerk stated that he had raised the issue of the crumbling steps with Swansea Council and that they would consider the issue. Swansea Council stated that they were looking at the feasibility of replacing the steps with a ramp.

Resolved that the update be noted.

iii) Footpath linking Swansea Road (B4489) to Heol Fach

The Clerk stated that he had raised the issue of the footpath linking Swansea Road (B4489) to Heol Fach. No response had been provided. The Clerk would chase and provide an update at the next meeting.

Resolved that the update be noted.

100 Training

The Clerk referred to the One Voice Wales training list and urged Councillors to undertake training in line with the Community Council Training Plan adopted by Council on 9 June 2022. He also urged Councillors to consider additional training in line with their developmental requirements.

He stated that One Voice Wales had recently published guidance relating to Training Plans, and he would review the Council's in line with the guidance. Councillors asked that consideration be given to split the Training Plan into Mandatory & Suggested and that the courses be listed in order of importance.

The Clerk had commenced the Introduction to Local Council Administration (ILCA) Course & Qualification and would then start the CiLCA Qualification.

Resolved that the training update be noted.

101 Llangyfelach Ward Councillor Update

Councillor Mark Tribe, Llangyfelach Ward Councillor submitted a verbal report outlining his work within the Ward.

102 Christmas Tree, Illuminations & Festivities

Councillors Phil Crayford & Sharon Phillips and the Clerk provided an update relating to their work on the Christmas Tree, Illuminations and Festivities. The Christmas Event is scheduled for Friday, 2 December 2022 approximately between 5.45-8.00pm.

The Clerk stated that he had informed Swansea Council of the intention to hold the event via their Organising an Event in Swansea webpage.

<https://www.swansea.gov.uk/organisinganevent>

The route of the Sleigh to carry Father Christmas was likely to be on Heol Pentre Felen & Swansea Road with the main festivities being around the Village Green.

A Brass Band was not available. The Clerk was negotiating for First Aid Cover. The Council's Insurer had confirmed that the Council was adequately covered.

Resolved that the update be noted.

103 Christmas Newsletter

Councillors Peter Gibson and Paul Baker provided an update on their work in compiling the newsletter which will contain articles by local Groups operating within the area

The Clerk stated that he had sought three quotations and that only one had been returned. The price would depend on the number of pages within the newsletter.

Resolved that Low Cost Printing be awarded the contract to design and print the newsletter.

104 Remembrance Sunday

The Clerk stated that Remembrance Sunday was 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 13 November 2022. The Chair of Council shall lay the wreath on behalf of the Community Council.

Resolved that the update be noted.

105 Community Council Notice Boards in Llangyfelach

The Clerk presented his report which outlined costs and designs of Notice Boards. The price to purchase a Notice Board, install it and secure a licence for it to be placed on the highway would be approximately £1,500-£2,000.

Councillors discussed the value to the community of Notice Boards and highlighted that all the relevant information was available on the Council's website.

Resolved that the item be deferred to the November Council Meeting to allow Councillor Paul Baker to explore external ways to fund the Notice Boards.

Next Council Meeting

6.00pm on Thursday, 10 November 2022.

The meeting ended at 7.33p.m.

Chair