



Minutes of Meeting of Council

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

On Thursday, 10 November 2022 at 6.00pm.

Present: Councillor Phil Crayford (Chair) Presiding

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

Clerk to the Council: Huw Evans

106 Apologies for Absence

Apologies for absence were received from Councillor Adrian Roberts.

107 Disclosures of Personal & Prejudicial Interests

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

108 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 October 2022.

109 Announcements of the Chair of Council

There were no announcements.

110 Public Question Time

No questions were asked.

111 Community Reports

i) PCSO (Police Community Support Officers) Report

There was no report.

ii) LAC (Local Area Co-ordinators) Report

There was no report.

112 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 (October 2022)	414.01
CCS Pension Fund (Clerk) (October 2022)	162.06
Pentagon Design. Website Security	90.00
Robert Morgan & Sons Ltd. Christmas Tree	288.00
Determined by Council	
Wales Building your Certificate in Local Council Administration (CiLCA) Portfolio. Training for the Clerk. Council – 14 July 2022	300.00
Payments Raised at the Meeting	
Swansea Council. Local Government Elections - May 2022 Recharge	195.00
Pentagon Design. Website Maintenance & Support	900.00
HMRC. PAYE Income Tax & NI Contributions. 2022-2023 - Quarter 2	311.27
Society of Local Council Clerks (SLCC). Certificate in Local Council Administration (CiLCA) Qualification. Council - 14 July 2022. Reduced from £410 as Clerk obtained a 50% bursary from Welsh Government	205.00
Low-Cost Print Group. 1,200 A5 x 48pp Christmas Newsletters	1,478.00

Resolved that:

- 1) The Payments & Receipts be noted.
- 2) The Clerk be authorised to pay as outlined.

113 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.

114 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 - West Glamorgan. Request for a donation	Noted.
Ramblers - Our paths our future	Noted.
Swansea Council. Environment Centre Community Survey	Noted.
Swansea Council. Morryston Hospital Substation Development (off Mynydd Gelli Wasted Road) - S278 Works - Proposed Traffic Regulation Orders	No objection.
Welsh Government Workshop Events	Noted.
National Grid. Update on the Western Gas Network Project	Noted.
Llangyfelach Church. Warm Hub	Resolved that: 1) The Council support the initiative and enter a partnership with Llangyfelach Church for December 2022.

	<p>2) £300 be paid to Llangyfelach Church for the hire of the Church Hall.</p> <p>3) The Clerk suggest to Llangyfelach Church that the initiative run during December 2022 to March 2023 inclusive.</p> <p>4) The Clerk be delegated authority to submit grant applications to Swansea Council & the Mynydd y Gwair Community Fund seeking support for the partnership with Llangyfelach Church to provide a Warm Hub.</p> <p>5) The Clerk report provide an update on progress at the December 2022 meeting.</p>
<p>Swansea Council. Swansea Spaces Fund (Warm Hubs). Closing Date: 28 November 2022</p>	<p>Resolved that the Clerk submit a grant application.</p>

115 Feedback from Delegates on Outside Bodies

There was no feedback.

116 General & ICT Matters

There were no matters.

117 Workplan (For Information)

The Council Workplan was presented.

118 Planning Applications & Planning Matters - Swansea Council

There were no matters.

119 Highways, Footpaths, Cycleways & Bridleways - Swansea Council

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

The Clerk stated that Swansea Council's Active Travel Team would bear the issue in mind when looking to improve on existing active travel provision along the A48.

Resolved that the update be noted.

ii) Bus Route 46 Pengors Road / Fairview Road, Llangyfelach

Councillor Jamie Jewell expressed concern that Bus 46 regularly failed to undertake the Pengors Road / Fairview Road leg of its route. He had raised the issue with the Bus Company and was informed that double parking on Pengors Road was the problem.

Resolved that:

- 1) The Clerk inform Swansea Council of the regular failing of Bus Service 46 and the response of the Bus Company.
- 2) Swansea Council be urged to address the problem to enable Bus Service 46 to operate as scheduled.

120 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 completed the Introduction to Local Council Administration (ILCA) Course & Qualification and would be commencing the CiLCA Qualification later that month.

Resolved that the training update be noted.

121 Llangyfelach Ward Councillor Update

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

122 Christmas Tree, Illuminations & Festivities

Councillors Phil Crayford & Sharon Phillips 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 5.30-8.00pm.

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

It was proposed that a picket fence be purchased to surround the base of the Christmas Tree to prevent people getting too close.

Resolved that:

- 1) The update be noted.
- 2) A Picket Fence be purchased to surround the base of the Christmas Tree.
- 3) The Clerk be delegated authority to engage an Electrician to check the power supply and to ensure Portable Appliance Testing of the Christmas Tree lights.

123 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

Resolved that the update be noted, and the Clerk be authorised to pay for the newsletter.

124 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 Vice-Chair of Council shall lay the wreath on behalf of the Community Council.

Resolved that the update be noted.

125 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 December Council Meeting to allow Councillor Paul Baker an opportunity to explore external ways to fund the Notice Boards.

126 Independent Remuneration Panel for Wales (IRPW) Draft Annual Report 2023-2024

The Clerk stated that the IRPW Draft Annual Report 2023-2024 was out for consultation.

Resolved that the Draft Annual Report be noted.

127 Council Website

The Clerk stated that Councillors should regularly review the Council's website. www.llangyfelachcommunitycouncil.org.uk 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.

Resolved that Councillors highlight any website amendments required.

128 Consider requests for Grants & Donations

There were no requests for Grants & Donations.

129 Community Council Vacancy

The Clerk stated that following former Councillor Tom Fenn's resignation, a Notice of Vacancy was published on 22 September 2022; however, no requests for an election were made to the Returning Officer, Swansea Council within the statutory period.

A Notice of Co-option was placed on the Council's Website and Notice Board on 15 October 2022. The Notice of Co-option sought expressions of interest for people interested in becoming a Llangyfelach Community Councillor. The Closing Date for applications was noon on 31 October 2022. Applicants were asked to include:

- i) The contribution you believe you could make to the Council.
- ii) The personal qualities that you would bring to the role.
- iii) A copy of your CV.

One expressions of interest had been received by the Closing Date. The Clerk stated that Council should consider the application.

Resolved that:

- 1) Julie Rees be co-opted as a Councillor of Llangyfelach Community Council subject the Acceptance of Office form being signed.

Next Council Meeting

6.00pm on Thursday, 8 December 2022.

The meeting ended at 7.37p.m.

Chair