



Minutes of Meeting of Council

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

On Thursday, 8 December 2022 at 6.00pm.

Present: Councillor Phil Crayford (Chair) Presiding

Councillors: Peter Gibson, Mike Glover, Sharon Phillips, Julie Rees & Mark Tribe

Clerk to the Council: Huw Evans

130 Apologies for Absence

Apologies for absence were received from Councillors Paul Baker & Adrian Roberts.

131 Disclosures of Personal & Prejudicial Interests

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

132 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) 10 November 2022 subject to Minute 112 "Record of Payments" being amended by deleting reference to the SLCC – CiLCA Qualification and spend of £205. This was because the bursary covered the total cost of the course.

133 Announcements of the Chair of Council

The Chair thanked the Clerk for submitting both grant applications to support the Warm Bub Partnership with Llangyfelach Church.

134 Public Question Time

No questions were asked.

135 Community Reports**i) PCSO (Police Community Support Officers) Report**

There was no report.

ii) LAC (Local Area Co-ordinators) Report

Beth Pike (LAC) provided an update of her work.

136 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 (November 2022) including Backdated Pay from 1 April 2022	510.57
CCS Pension Fund (Clerk) (November 2022)	199.95
Determined by Council	
Swansea Council. Floral Decorations: 20 Lampposts, 2 Troughs, & 1 x 4 Tier Tower. Council - 14 April 2022	2,300.00
Low Cost Printing. Council - 13 October 2022	1,478.00
Selco Builders Warehouse. Wicket Fence Panels. Council - 10 November 2022	338.78
UKToolbox.com. Fencing Pins. Council - 10 November 2022	83.02
Llangyfelach Church. Warm Hub Partnership. Council - 10 November 2022	300.00
Payments Raised at the Meeting	
One Voice Wales. Training. Invoice 6650	70.00

Resolved that:

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

137 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.

138 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.
SLCC. International Day of People with Disabilities. Virtual event. 2 December 2022	Noted.
One Voice Wales. Links to free digital copies of CPAG handbooks	Noted.
City and County of Swansea. City & County of Swansea Pension Fund - Draft Valuation Results - 31 March 2022	Noted.
One Voice Wales. Bus stops, Cycle stops and public toilets	Noted.
One Voice Wales. Council Tax: Consultations on draft Regulations to extend exceptions to second home premiums and on Guidance	Noted.
Environment Centre. Community Groups Survey	Noted.
Menter Môn. Smart Towns Cymru Survey	Noted.
One Voice Wales. Courier Fraud Awareness	Noted.
One Voice Wales. Pethau Bychain - Nature hub	Noted.
Solar Securities Ltd. Potential Solar Farm Planning Application to Welsh Government. Seeking to present plans to the Council at Council or at private meeting. Also, potential site visit	Resolved that: 1) Solar Securities Ltd. Be invited to provide a private update to Councillors at 5.30pm on 12 January 2023.
Seaweed Alliance. Project Madoc - Seaweed Farming: Unlikely hero for Wales	Noted.
Penllergare Valley Woods. Request for Funding of £5,000	Resolved that: The Clerk advise them to resubmit the request in line with the Council's Grants & Donations Policy.
Wales Air Ambulance. Community Council Appeal 2022	Resolved that: A donation of £100 be given.

139 Feedback from Delegates on Outside Bodies

There was no feedback.

140 General & ICT Matters

There were no matters.

141 Workplan (For Information)

The Council Workplan was presented.

142 Planning Applications & Planning Matters - Swansea Council

There were no matters.

143 Highways, Footpaths, Cycleways & Bridleways - Swansea Council

There were no matters.

144 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 published guidance relating to Training Plans. 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.

Resolved that the training update be noted.

145 Llangyfelach Ward Councillor Update

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

146 Christmas Tree, Illuminations & Festivities

Councillors Phil Crayford & Sharon Phillips provided feedback on the successful event held on Friday, 2 December 2022 approximately between 5.30-8.00pm.

Resolved that:

- 1) The Christmas Event be scheduled for Friday, 1 December 2023 and the Clerk seek to book a Sleigh, a Brass Band and First Aid cover.

147 Society of Local Council Clerks (SLCC) Membership 2023

The Clerk stated that his Membership of the Society of Local Council Clerks (SLCC) lapses on 31 December. The renewal membership letter has been received. The cost being £139.

Resolved that the Clerks SLCC Membership fee be paid by Council.

148 Appropriate Sum under Section 137(4) (A) of the Local Government Act 1972 - Section 137 Expenditure Limit for 2023-2024

The Clerk stated that the Welsh Government have provided formal notification that the appropriate sum for the purposes of section 137(4) (a) of the Local Government Act 1972 (the 1972 Act) for Community and Town Councils in Wales for 2023-2024 was £9.93 per elector.

Section 137(1) of the 1972 Act permits each Community or Town Council to spend on activities for which it has no other specific powers if the Council considers that the expenditure is in the interests of, and will bring direct benefit to, the area or any part of it, or all or some of its inhabitants, providing that the benefit is commensurate with the expenditure. Community and Town Councils are also permitted under section 137(3) to incur expenditure for certain charitable and other purposes.

149 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 no additional notice boards be purchased.

150 Biodiversity & Environment Development Action Plan

The Clerk stated that Section 6 "Biodiversity and Resilience of Ecosystems Duty" of the Environment (Wales) Act 2016 requires that each Council prepare and submit a monitoring report to Welsh Government every 3 years. The report must outline what the Council has done to comply with the Biodiversity Duty.

Resolved that the Biodiversity Action Plan be adopted and forwarded to Welsh Government.

151 Data Protection Policy

The Clerk submitted the Policy for adoption.

Resolved that the Data Protection Policy be adopted.

152 Environmental Policy

The Clerk submitted the Policy for adoption.

Resolved that the Environmental Policy be adopted.

153 Equality & Diversity Policy

The Clerk submitted the Policy for adoption.

Resolved that the Equality & Diversity Policy be adopted.

154 Health & Safety Policy

The Clerk submitted the Policy for adoption.

Resolved that the Health & Safety Policy be adopted.

155 Model Local Resolution Protocol

The Clerk submitted the Protocol for adoption.

Resolved that the Model Local Resolution Protocol be adopted.

156 Risk Management Policy

The Clerk submitted the Policy for adoption.

Resolved that the Risk Management be adopted.

157 Safeguarding Policy

The Clerk submitted the Policy for adoption.

Resolved that the Safeguarding Policy be adopted.

Next Council Meeting

6.00pm on Thursday, 12 January 2023.

The meeting ended at 7.00p.m.

Chair