



## Minutes of Meeting of Council

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

**On Thursday, 12 January 2023 at 6.00pm.**

**Present:** Councillor Phil Crayford (Chair) Presiding

**Councillors:** Paul Baker, Mike Glover, Jamie Jewell, Sharon Phillips, Adrian Roberts & Mark Tribe

**Clerk to the Council:** Huw Evans

### **158 Apologies for Absence**

Apologies for absence were received from Councillors Peter Gibson.

### **159 Disclosures of Personal & Prejudicial Interests**

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

### **160 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) 8 December 2022.

### **161 Announcements of the Chair of Council**

There were no announcements.

### **162 Public Question Time**

No questions were asked.

### **163 Community Reports**

- i) **PCSO (Police Community Support Officers) Report**  
Councillor Mark Tribe provided an update of the PCSO's work.
- ii) **LAC (Local Area Co-ordinators) Report**  
There was no update.

**164 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.

<b>Payments</b>	<b>£</b>
Clerk Salary (December 2022)	426.13
CCS Pension Fund (Clerk) (December 2022)	166.80
HMRC. PAYE Income Tax & NI. QTR 3. 2022-2023	337.60
HB Enoch & Owen. Payroll Services. QTR ending 5 January 2023	39.60
Llangyfelach Stores. Selection Boxes x200	290.00
Tesco Stores (Via Councillor Sharon Phillips). Selection Boxes x40	50.00
<b>Determined by Council</b>	
Donation. Wales Air Ambulance. Council – 8 December 2022	100.00
SLCC (Society of Local Council Clerks) Membership. Council – 8 December 2022	139.00
Llangyfelach Church. Warm Hub Partnership. Council - 10 November 2022	900.00
St John Ambulance Cymru. First Aid Cover. Council - 6 September 2022	92.40
Donation. Wales Air Ambulance. Council - 8 December 2022	100.00
<b>Payments Raised at the Meeting</b>	
One Voice Wales. Training. Invoice 6766	35.00
Swansea Market Stall. (Via Councillor Phil Crayford). Father Christmas Belt for Suit.	20.00

**Resolved** that:

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

**165 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.

## 166 Correspondence

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

<b>Correspondence</b>	<b>Actions</b>
One Voice Wales. Training	Noted.
Swansea Council. Weekly Planning Applications	Noted.
Swansea Council. Weekly Planning Decisions	Noted.
Planning Aid Wales. Training	Noted.
Swansea Council for Voluntary Service (SCVS). Community Funding Events	Noted.
Swansea Rural Development Partnership News. December 2022	Noted.
Swansea Council. Swansea and Gower Local Access Forum	Noted.
Older Peoples Commissioner for Wales. Newsletter	Noted.
Swansea Council. Swansea Spaces (Warm Hubs) Fund	Noted.
Swansea Rural Development Partnership. Llangyfelach draft survey to inform the RDP funded study	<b>Resolved</b> that: Councillor Paul Baker continue to liaise with the RDP funded survey regarding Llangyfelach Outside Spaces & Complementary Facilities and to keep Council updated.
One Voice Wales. Public Commemoration in Wales	Noted.
Blachere Illumination UK Ltd	<b>Resolved</b> that: 1) Blachere Illumination UK Ltd be invited to give a presentation to the Councillors.
Swansea Council. Floral Decorations in Community	<b>Resolved</b> that: The Clerk bring a report detailing a wider roll out of Floral Decorations within the Community.

## 167 Feedback from Delegates on Outside Bodies

There was no feedback.

## 168 General & ICT Matters

There were no matters.

**169 Workplan (For Information)**

The Council Workplan was presented.

**Resolved** that Floral Decorations be added to the Workplan in December / January.

**170 Planning Applications & Planning Matters - Swansea Council**

There were no matters.

**171 Highways, Footpaths, Cycleways & Bridleways - Swansea Council**

There were no matters.

**172 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.

**173 Llangyfelach Ward Councillor Update**

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

**174 Christmas Tree, Illuminations & Festivities**

The Clerk stated that the Christmas Event was scheduled for Friday, 1 December 2023. First Aid cover had been booked with St John Ambulance. The Clerk was seeking to book a Sleigh and a Brass Band.

Councillors discussed the possibility of placing Pea Lighting on the Cherry Trees on the Village Green.

**Resolved** that:

- 1) The update be noted.
- 2) The Clerk investigate the possibility of placing Pea Lighting on the Cherry Trees on the Village Green.

## 175 Grants & Donations Policy

The Council's Grants & Donations Policy was initially adopted on 14 January 2021 and reviewed annually since. The Clerk presented the Policy for review and for a sum to be set aside each financial year for grants and donations.

The Policy may be viewed at

<https://www.llangyfelachcommunitycouncil.org.uk/wip/wp-content/uploads/2021/02/Grants-Donations-Policy-2021Jan14.pdf>

**Resolved** that:

- 1) The Grants & Donations Policy be re-adopted and reviewed every 3 years.
- 2) A sum of £1,000 be set aside for Grants & Donations in the budget.
- 3) The typo in Paragraph 2.3 of the Policy be corrected.

## 176 Budget & Precept 2023-2024

The Clerk stated that a Community Council must calculate its budget requirement for a financial year in accordance with Section 50 of the Local Government Finance Act 1992 and issue a precept to the billing authority. The billing authority collects the precept (charge) on behalf of Town and Community Councils under Section 41 of the above Act.

Swansea Council has informed the Community Council that the Council Tax Base 2023-2024 for Llangyfelach has been calculated as **943** Band D equivalent properties.

The Finance Committee met on 8 December 2022 and recommended that:

- i) The Precept for 2023-2024 be set at £30,000.
- ii) The draft Budget 2023-2024 be approved.

**Resolved** that:

- 1) Swansea Council be informed that the Precept for 2023-2024 be set at £30,000.
- 2) The Budget 2023-2024 as outlined in Appendix A of the report be approved and adopted.

## Next Council Meeting

6.00pm on Thursday, 9 February 2023.

The meeting ended at 7.00 p.m.

**Chair**