



Minutes of Meeting of Council

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

On Thursday, 8 June 2023 at 6.00pm.

Present: Councillor Peter Gibson (Chair) presiding

Councillors: Sharon Phillips, Julie Rees, Adrian Roberts & Mark Tribe

Clerk to the Council: Huw Evans (PSLCC)

26 Apologies for Absence

Apologies for absence were received from Councillors Paul Baker, Mike Glover & Jamie Jewell.

27 Disclosures of Personal & Prejudicial Interests

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

28 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) 11 May 2023.

29 Announcements of the Chair of Council

i) Floral Decorations within the Community

The Chair of Council stated that the floral decorations were in place and that they looked wonderful. Discussions ensued regarding the location of one of the floral base planters at the junction of Bryntywod / A48. Councillors were concerned that it was obscured by the adjacent bus shelter.

Resolved that the Clerk ask Swansea Council to move it to a more conspicuous location in the vicinity of the junction of Bryntywod / A48.

30 Public Question Time

There were no questions.

31 Community Reports

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

32 Record of Payments & Receipts

The Clerk outlined those Payments and Receipts 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.

Payments (Expenditure)	£
Planning Aid Wales. Introduction to Planning (24.05.2023) Training. Councillor Mark Tribe.	38.50
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Determined by Council	
Society of Local Council Clerks (SLCC) - Professional Development Scheme (PDS) Membership for Clerk. Annual Fee. (Council – 11 May 2023). Note: Fee was less than the £55 quoted at Council.	36.67
Zurich Insurance. Year 1 of 3-year deal. (Council - 11 May 2023).	351.32
Internal Auditor Fees. (Council - 11 May 2023).	300.00
Hire of Llangyfelach Church Hall 2023-2024. (Council - 11 May 2023)	495.00
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Payments Raised at the Meeting	
EDGE IT Systems Ltd. AdvantEDGE. Year 4 of 5-year contract for Finance software.	285.60
Printer Paper. 5 Reams of Printer Paper (80gsm).	27.99
Printer Ink. Premium Compatible Epson T16XL - Big Bundle Deal (4 Black & 4 Multipacks) - Pack of 20 Cartridges.	39.99
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Receipts (Income)	
Bank Interest	11.73

Resolved that:

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

33 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.

ii) Paper & Ink

The Clerk stated that he was running low on Printer Paper & Printer Ink.

Resolved that the following be purchased:

- a) Printer Paper. 5 Reams of Printer Paper (80gsm). Cost £27.99.
- b) Printer Ink. Premium Compatible Epson T16XL - Big Bundle Deal (4 Black & 4 Multipacks) - Pack of 20 Cartridges. Cost £39.99.

34 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 & Events	Noted.
Welsh Government. Smart Device awareness	Noted.
Welsh Government. Climate Change Bulletin May 2023	Noted.
Public Services Ombudsman for Wales. Quarterly newsletter May 2023	Noted.
One Voice Wales. Innovative Practice Conference - Facing the Challenges of a Demanding Future	Noted.
Ystadau Cymru. Assets Collaboration Programme Wales Phase 3 (ACPW3) Grant Scheme	Noted.

35 Feedback from Delegates on Outside Bodies

i) Community / Town Councils Forum

The Clerk stated that Swansea Council had issued that dates of the Community / Town Councils Forum. They would be held on 30 March 2023 & 22 November 2023. Councillors Mike Glover & Jamie Jewell are the Council's representatives on the Forum.

36 Workplan (For Information)

The Council Workplan was presented.

37 Planning Applications & Planning Matters - Swansea Council

There were no issues.

38 Highways, Footpaths, Cycleways & Bridleways - Swansea Council

i) Parking Issue on B4489, Swansea Road, Llangyfelach

Councillor Mark Tribe stated that he had raised the issue of a lay-by being provided for the residents affected by the housing development. He had liaised with Swansea Council and Llanmoor Development.

ii) Speeding on B4489, Swansea Road, Llangyfelach

Councillor Mark Tribe stated that he had raised the issue with Swansea Council and South Wales Police.

39 Training

The Clerk reminded Council that the Training Plan adopted on 13 April 2023 sets out the training requirements for Community Councillors and Staff. The monthly One Voice Wales, Planning Aid Wales and other relevant training schedules have been circulated. Councillors should regularly review their training requirements in line with the Training Plan & Training Matrix. To attend training, liaise with the Clerk.

Resolved that the update be noted.

40 Llangyfelach Ward Councillor Update

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

41 Hire of Llangyfelach Church Hall 2023-2024 & Council Diary

The Clerk stated that Llangyfelach Church Hall has been hired for Council meetings during 2023-2024. He stated that there a clash of meeting in November 2023.

Resolved that the November Council Meeting be held on Tuesday, 7 November 2023.

42 Llangyfelach Feasibility Study – A Rural Development Partnership (RDP) Funded Study

Neil Stokes of the RDP Team within Swansea Council presented the Llangyfelach Feasibility Study. He stated that the study made 6 key recommendations.

Councillors discussed the 6 recommendations and noted that the majority of them related other Bodies within the Community.

Resolved that the Clerk liaise with Llangyfelach Church in relation to recommendation 6 “Further discussions should be had to reach agreement on whether it is feasible for one of the partners to lease / manage the Church Hall”. The Clerk is to establish whether the Church has any interest in the recommendation.

43 Christmas Tree, Illuminations & Festivities

The Clerk stated that the Christmas Event was scheduled for Friday, 1 December 2023. The Sleigh, First Aid Cover & Pontarddulais Brass Band had been booked. The Chair of Council raised several questions of logistics relating Father Christmas’ availability, costume, grotto, and storage.

Resolved that:

- 1) The Clerk book Father Christmas for the event and ensure that the costume is appropriate and may spend to ensure it is.
- 2) The Clerk liaise with former Councillor Phil Crayford and offer to store the Grotto.
- 3) The Clerk contact Llangyfelach Church to enquire about the possibility of storing some of the Council’s assets in the Church buildings.

44 Model Standing Orders (Wales) 2023

The Clerk stated that One Voice Wales have issued new Model Standing Orders (Wales) 2023. The new Model Standing Orders had been designed to comply with all relevant legislation including the Local Government & Elections (Wales) Act 2021.

They had been amended slightly by the Clerk to reflect local choice. The Model Standing Orders (Wales) 2023 (as amended by Council) were attached as Appendix A of the report.

Resolved that:

- 1) The Model Standing Orders (Wales) 2023 as amended by Council and set out in Appendix A of the report be adopted and published on the Council’s Web site.

45 Bus Shelter - Heol Pentre Felen

Councillor Mark Tribe, Llangyfelach Ward Councillor on Swansea Council asked the Community Council to consider funding 50% towards a bus shelter to be placed between the junction of Ffordd Dewi and the junction of Cae Melyn, specifically outside 50-52 Heol Pentre Felen, Llangyfelach.

Councillors questioned the usage numbers of the bus shelter and highlighted other bus stops without shelters in the community.

Resolved that the request be not supported.

46 Community Council Vacancy - Notice of Co-option

The Clerk stated that Notice of Co-option was placed on the Council website and in the Notice Board on 11 May 2023. Closing date for applications was noon on 29 May 2023. No applications were received.

Resolved that the Clerk re-advertise the Notice of Co-option with a closing date of 31 September 2023.

Next Council Meeting

6.00pm on Thursday, 13 July 2023.

The meeting ended at 7.10 p.m.

Chair