



Minutes of Meeting of Council

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

On Thursday, 13 July 2023 at 6.00pm.

Present: Councillor Sharon Phillips (Vice-Chair) presiding

Councillors: Paul Baker, Mike Glover, Jamie Jewell, Julie Rees, Adrian Roberts & Mark Tribe

Clerk to the Council: Huw Evans (PSLCC)

47 Apologies for Absence

Apologies for absence were received from Councillors Peter Gibson.

48 Disclosures of Personal & Prejudicial Interests

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

49 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 June 2023.

50 Announcements of the Chair of Council

There were no announcements.

51 Public Question Time

There were no public questions.

52 Community Reports

- i) **PCSO (Police Community Support Officers) Report**
There was no update.
- ii) **LAC (Local Area Co-ordinators) Report**
There was no update.

53 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)	£
Clerk Salary (June 2023)	425.93
CCS Pension Fund (Clerk) (June 2023)	168.49
HMRC. PAYE Income Tax & NI. QTR 1. 2023-2024	522.50
H B Enoch & Owen. Payroll Services. QTR 1. 2023-2024	41.40
One Voice Wales. Training. The Council Meeting (09.05.2023). Councillor Sharon Phillips	38.00
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Determined by Council	
Printer Paper. 5 Reams (80gsm). (Council - 8 June 2023)	27.99
Printer Ink. Premium Compatible Epson T16XL - Big Bundle Deal (4 Black & 4 Multipacks) - Pack of 20 Cartridges. (Council - 8 June 2023).	39.99
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Payments Raised at the Meeting	
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Receipts (Income)	
Bank Interest	11.43

Resolved that:

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

54 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.

55 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.

Minutes of Llangyfelach Community Council (13.07.2023) Cont'd

Swansea Council. Weekly Planning Decisions	Noted.
Planning Aid Wales. Training & Events	Noted.
One Voice Wales. News Bulletin	Noted.
Welsh Government. ITEC and Chwarae Teg Training Courses	Noted.
Welsh Local Government Association. 20mph Communications and Engagement Toolkit	Noted.
Swansea Council. Forthcoming Community Events	Noted.
Planning Aid Wales. Meeting Community Needs in Wales	Noted.
Swansea Council. 'Community Connections & Swansea Spaces: A collaborative learning event'	Noted.
Arts Wales. Night Out Scheme	Noted.
Keep Wales Tidy. Free garden packs from Local Places for Nature	Noted.
Versus Arthritis. Arthritis of the Knee - Versus Arthritis Information Session - 18 July 2023	Noted.
Welsh Government. Consultation on extending the term of office for the Older People's Commissioner for Wales from 4 to 7 years	Noted.
Swansea Council. Swansea Local Development Plan - Review & Replacement	Noted.
Natural Resources Wales. Opportunities for using nature-based solutions via NRW's new grant	Noted.
Swansea Council. Tackling Poverty Presentation	Noted.
Swansea Council. Invite : Informal celebration of the achievements of RDP LEADER grant programme in Swansea	Noted.
Swansea Council. Community Connections & Swansea Spaces: A collaborative learning event' on 24th July at Swansea.Com Stadium	Noted.
Welsh Blood Service. Appointments Available	Noted.
20's Plenty for us. Thanks for 20. Zoom Seminar with Deputy Minister Lee Waters MS	Noted.
One Voice Wales. Climate Change and Nature Action Guide for Community and Town Councils in Wales	Noted.

Swansea Council. Traffic Regulation Order to support the 20mph Default Speed Limit	Noted.
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56 Feedback from Delegates on Outside Bodies

i) Community / Town Councils Forum

The Clerk stated that he had attended Swansea Council's Community / Town Councils Forum on 30 March 2023. Presentations were provided in relation to the Swansea Local Development Plan - Review & Replacement and Tackling Poverty.

The next meeting of the Community & Town Council Forum shall be held on 22 November 2023. Councillors Mike Glover & Jamie Jewell are the Council's representatives on the Forum.

57 Workplan (For Information)

The Council Workplan was presented.

58 Planning Applications & Planning Matters - Swansea Council

There were no issues.

59 Highways, Footpaths, Cycleways & Bridleways - Swansea Council

There were no issues.

60 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, and the Training Matrix be presented to the next meeting.

61 Llangyfelach Ward Councillor Update

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

62 Model Standing Orders (Wales) 2023

The Clerk stated that Council adopted the new Model Standing Orders (Wales) 2023 on 8 June 2023. The Model Standing Orders had been amended slightly by the Council to clarify local choice. However, One Voice Wales have re-issued the Model

Standing Orders (Wales) 2023 correcting some typographical errors and other minor issues.

Resolved that:

- 1) The Model Standing Orders (Wales) 2023 re-issued by One Voice Wales and amended by Council to reflect local choice be adopted and published on the Council's Web site.
- 2) The Clerk be delegated authority to update and publish any further minor amendments made by One Voice Wales.

63 Community Council Vacancy - Notice of Co-option

The Clerk stated that the Notice of Co-option had been re-issued and placed on the Council website and in the Notice Board on 10 June 2023. Closing date for applications is 30 September 2023.

Resolved that the update be noted.

64 Consider Requests for Grants & Donations

The Clerk stated that Council allocated £1,000 of its 2023-2024 budget to be utilised under its Grants & Donations Policy. The Policy states that Grant & Donation requests be considered on a 4-monthly basis at the Council Meetings in July, November & March. To date during this financial year, £0 of the Grants & Donations budget has been allocated. The Policy may be viewed at <https://www.llangyfelachcommunitycouncil.org.uk/policy-procedures/>

Two requests had been received.

i) Llangyfelach Forget Me Not Club

The Llangyfelach Branch of the Forget Me Not Club which is a dementia friendly club operating out of Llangyfelach Church Hall on a weekly basis has asked for a donation to purchase an electronic bingo machine (£189.00) and large clock (£22.09) to assist the club in its activities. Total donation requested being £211.09.

The Clerk stated that this request was withdrawn by the Llangyfelach Forget Me Not Club prior to the Council Meeting as they had sourced the electronic bingo machine elsewhere.

Resolved that the update be noted.

ii) Swansea & West Wales Gymnastics

Swansea & West Wales Gymnastics have asked for a donation of £1,000 to assist two of their gymnasts with the costs of travelling to and competing in Florida, USA. To assist their application, the Clerk stated that he had mocked up an application form based on the Policy.

The Clerk stated that he had seen the financial records and management structure etc. of the Organisation as required under the Policy.

The Councillors considered the request. Concern was outlined that to give the £1,000 requested would leave nothing in the Grant & Donation pot for the two remaining meetings.

Resolved that:

- 1) A donation of £250 be made.
- 2) The request be considered further at the Council Meeting scheduled for Tuesday, 7 November 2023.

65 Christmas Tree, Illuminations & Festivities

The Clerk stated that the Christmas Event was scheduled for Friday, 1 December 2023. Father Christmas, the Sleigh, St John Ambulance Cymru First Aid Cover & Pontarddulais Brass Band had been booked.

Councillors discussed the route that Father Christmas would follow, the start time of the event, the need to purchase a Christmas Tree and to get the electrics checked prior to the event. They also discussed allocating several Councillors to discuss the event with Organisations within the community to ensure all relevant parties were involved. Councillor Mark Tribe stated that he would try and arrange for a tree to be donated to the Community Council.

Resolved that:

- 1) Councillors Peter Gibson, Sharon Phillips and Julie Rees be delegated authority to discuss the Christmas event with Organisations operating within the community to ensure a successful Christmas Event.
- 2) The Clerk be authorised to purchase a Christmas Tree should a donated tree not be sourced.
- 3) The Clerk be authorised to arrange the annual check of the electrics.

Next Council Meeting

6.00pm on Thursday, 14 September 2023.

The meeting ended at 7.00 p.m.

Chair