

## Items 7 to 16

Council - 8 February 2024

### Reports of the Clerk

#### 7. **Payments, Receipts, Bank Account Transfers & Bank Reconciliation**

- Payments (Expenditure). Paid in accordance with resolution of Annual Council of 11 May 2023 (Minute 23 “Constitutional Matters” refers).
- Determined by Council. Payments made following a decision of Council.
- Receipts (Income). Income received by Council.
- Bank Account Transfers.

<b>Payments (Expenditure)</b>	<b>£</b>
Clerk Salary (January 2024)	331.89
CCS Pension Fund (Clerk) (January 2024)	175.00
-	
<b>Determined by Council</b>	
-	
<b>Receipts (Income)</b>	
Bank Interest (January 2024)	36.34
-	
<b>Bank Account Transfers</b>	
-	

The Bank Accounts Monthly Reconciliation has been e-mailed to all Councillors.

#### **Recommended that:**

- 1) The Payments, Receipts, Bank Account Transfers & Bank Account Monthly Reconciliations be noted.
- 2) The Clerk be authorised to pay the Payments Raised at the Meeting.

#### 8. **Correspondence (emailed to all Councillors)**

One Voice Wales. Training
Swansea Council. Weekly Planning Applications
Swansea Council. Weekly Planning Decisions
Planning Aid Wales. Training & Events
One Voice Wales. News Bulletin
Elements Green. Penllergaer Solar Farm
D-Day 80. 6 June 2024. New Year Update
Swansea Council. Written Statement: Workplace Recycling Regulations approved by Senedd
Audit Wales. Fee Scheme 2024-2025
Planning Aid Wales. Strategic Development Plans Training
One Voice Wales. Use of IT, Websites and Social Media Training - Free
Welsh Government. Vacancy -- Public Appointments
Cyber Resilience Centre for Wales. January 2024 - Newsletter

One Voice Wales. National Awards Conference – 27.03.2024
Older People’s Commissioner for Wales. Launched a report “ <i>Access denied – Older people’s experiences of digital exclusion in Wales</i> ”
Buglife Cymru - New resources

### 9. Delegates Feedback on Outside Bodies (Verbal)

Outside Body	Membership - Council 11 May 2023
Community / Town Council Forum	Councillor Mike Glover, Councillor Jamie Jewell & Clerk of Council
One Voice Wales Meetings including Swansea Area Committee	Councillor Mike Glover, Councillor Adrian Roberts & Clerk of Council
South Wales Police Meetings with Representatives of Community Councils including PACT Meetings	Councillor Mark Tribe
Swansea Rural Development Partnership	Councillor Paul Baker

### 10. Workplan (For Information)

The Workplan is a living document that will continue to develop.

Council Date	Workplan Items
All Dates	Standard Items. Discussed each month: a) Community Reports: PCSO & LAC. b) Payments, Receipts, Bank Account Transfers & Bank Reconciliation. c) Correspondence. d) Delegates Feedback on Outside Bodies. e) Workplan. f) Swansea Council Matters: Planning & Highways. g) Training Plan. h) Llangyfelach Ward Councillor Update. <b>Additional Items. Discussed as required.</b>
May <b>Annual Meeting</b>	➤ Constitutional Matters. ➤ Insurance Cover. ➤ Hire of Church Hall. ➤ Personnel Committee. Elect Chair & Vice-Chair.
June	➤ Annual Governance Statement. ➤ Internal Auditors Report.
July	➤ Consider Requests for Grants and Donations. ➤ Christmas Tree, Illuminations & Festivities.
August	No Meetings.
September	➤ Christmas Newsletter. ➤ Christmas Tree, Illuminations & Festivities. ➤ Remembrance Sunday. ➤ Budget Monitoring.
October	➤ Review of Council Policies. ➤ Christmas Newsletter. ➤ Christmas Tree, Illuminations & Festivities. ➤ Remembrance Sunday.
November	➤ Consider Requests for Grants and Donations. ➤ Christmas Newsletter. ➤ Christmas Tree, Illuminations & Festivities.

December	<ul style="list-style-type: none"> <li>➤ Budget &amp; Precept for Next Financial Year.</li> <li>➤ Floral Decorations within the Community.</li> </ul>
January	<ul style="list-style-type: none"> <li>➤ Floral Decorations within the Community.</li> </ul>
February	<ul style="list-style-type: none"> <li>➤ Review of Standing Orders.</li> <li>➤ Review of Financial Regulations.</li> <li>➤ Personnel Committee - Clerk's Appraisal.</li> </ul>
March	<ul style="list-style-type: none"> <li>➤ Review of Asset Register.</li> <li>➤ Consider Requests for Grants and Donations.</li> </ul>
April	<ul style="list-style-type: none"> <li>➤ Annual Report.</li> <li>➤ Action Plan.</li> </ul>
To be confirmed	Agree the External Auditors Report.

## 11. Swansea Council Matters: Planning & Highways

### i) Penllergaer Solar Farm

Councillor Mark Tribe asked that this item be added to the agenda for discussion. The following is an extract from communication sent to the Community Council from Elements Green:

*"I am writing to inform you that Elements Green has undertaken pre-application engagement with both Swansea Council and Planning and Environment Decisions Wales, in respect of a proposed development within the Llangyfelach, and Pontlliw and Tircoed Community Council Areas.*

*The proposals are for a solar farm covering an area of circa 250 acres with a total capacity of 53MWp which would, in line with the Welsh government's target to meet 70% of its electricity needs from renewable sources by 2030, begin supplying low carbon energy to the national grid by August 2026.*

*A detailed and considered process of site assessment and design development has been undertaken to ensure the most efficient use of land is delivered whilst working with the natural environment and site constraints. I have attached a brief presentation to this email, which introduces Elements Green and sets out the proposals.*

*Clear and meaningful engagement is a key tenet of Elements Green's approach to development, and we would welcome the opportunity to discuss the proposals with you in detail before public consultation is begun. A community benefit fund which serves to bring considerable value to local communities has been ring fenced to support local projects and initiatives. We would be keen to understand where we may be able to assist in delivering these."*

**Recommendation.** The views of Council are sought.

## 12. **Training Plan**

The Training Plan adopted by Council 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.

**Recommended** that the update be noted.

## 13. **Llangyfelach Ward Councillor Update (Verbal)**

Councillor Mark Tribe, Llangyfelach Ward Councillor on Swansea Council shall provide a verbal update relating to his Ward work.

## 14. **Civility & Respect Pledge**

The National Association of Local Councils (NALC), the Society of Local Council Clerks (SLCC), and One Voice Wales (OVW), believe now is the time to put civility and respect at the top of the agenda and start a culture change for the local council sector.

Those Organisations invite all Community & Town Councils to sign up to the Civility & Respect Pledge. By signing it, the Council demonstrates that it is committed to treating Councillors, Clerks, Employees, Members of the Public, Representatives of partner organisations, and Volunteers, with civility and respect in their role. The Civility & Respect Pledge is attached as **Appendix A**.

**Recommended** that the Council signs up to the Civility & Respect Pledge.

## 15. **Review of Model Standing Orders (Wales) 2023**

Following amendment by the Clerk to reflect local choice, Council adopted the National Association of Local Councils (NALC) Model Standing Orders (Wales) 2023 on 8 June 2023. The Model Standing Orders (Wales) 2023 (as amended by Council to reflect local choice) are attached as **Appendix A** of the report.

**Recommended** that:

- 1) The Model Standing Orders (Wales) 2023 as amended by Council and set out in **Appendix A** of the report be re-adopted and published on the Council's Web site.
- 2) The Model Terms of Reference be reviewed at least once per Council Term and when new Model Standing Orders are issued.

## 16. **Review of Model Financial Regulations (Wales) 2019**

Following amendment by the Clerk to reflect local choice, Council adopted the National Association of Local Councils (NALC) and One Voice Wales (OVW) Model Financial Regulations (Wales) 2019 on 9 February 2023. Model Financial Regulations (Wales) 2019 (as amended by Council to reflect local choice) are attached as **Appendix A**.

**Recommended that:**

- 1) The Model Financial Regulations (Wales) 2019 as amended by Council and set out in **Appendix A** of the report be re-adopted and published on the Council's Web site.
- 2) The Model Terms of Reference be reviewed at least once per Council Term and when new Model Financial Regulations are issued.

**Huw Evans (PSLCC)**  
**Clerk to Llangyfelach Community Council**