



Minutes of Meeting of Council

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

On: Tuesday, 10 April 2025 at 6.00pm.

Present: Councillor Peter Gibson (Chair) Presiding

Councillors: Paul Baker, Mike Glover, Daniel Lorey, Sharon Phillips, Julie Rees & Mark Tribe

Clerk to the Council: Huw Evans

196 Apologies for Absence

Apologies for absence were received from Councillors Mike Glover & Adrian Roberts.

197 Disclosures of Personal & Prejudicial Interests

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

198 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 March 2025.

199 Announcements of the Chair of Council

There were no announcements.

200 Public Question Time

There were no questions.

201 Community Reports & Invited Presentations

i) PCSO (Police Community Support Officers) Report

There was no report.

ii) LAC (Local Area Co-ordinators) Report

The Clerk stated that Sally-Anne Rees had been appointed as the LAC Co-ordinator for the area.

202 Expenditure, Income, Bank Account Transfers & Bank Reconciliation

The Clerk outlined the Expenditure, Income, Bank Account Transfers & Bank Reconciliations since the last meeting of Council. Expenditure was made in accordance with Minute 19 "Constitutional Matters" of the Annual Meeting of Council held on 9 May 2024.

Expenditure (E)		£
E86	Clerk Salary (March 2025)	452.23
E87	CCS Pension Fund (Clerk) (March 2025)	178.89
E88	HB Enoch & Owen. Payroll Services. QTR 4. 2024-2025	83.40
E89	HMRC. PAYE Income Tax & NI. QTR 4. 2024-2025	339.20
E92	One Voice Wales. Training. Cllr Sharon Phillips. The Council Meeting	40.00
Expenditure - Previous Council Decision (E)		£
E90	One Voice Wales Membership 2025-2026. Council 11.03.2025	474.00
E91	Donation. Marie Curie Daffodil Appeal. Council 11.03.2025	101.01
Expenditure - Raised at the Meeting (E)		£
-	Pentagon. Domain Renewal. 05.04.2025-04.04.2026. www.llangyfelachcommunitycouncil.org.uk	296.39
-	SLCC. Clerk Training. Principles of Internal Auditing Local Councils (PIALC)	120.00
Income (I)		£
I19	Bank Interest (March 2025)	32.69
Bank Account Transfers (T)		£
T17	28.03.2025. Business Reserve to Current Account	1,000.00

Resolved that:

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

203 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.
One Voice Wales. News Bulletin	Noted.
Llais. Monthly Newsletter	Noted.
One Voice Wales. Cost of Living Crisis Support Team Update	Noted.
Parish Online. Newsletter	Noted.
One Voice Wales. National Awards Conference 2025	Noted.
Swansea Bay Health Board. "We All Belong" - Our Strategic Equality Plan 2025 - 2028	Noted.

Vodafone. Pre-application Consultation: Proposed Base Station Upgrade at (CS12145226 1339_26VF) North of M4, Penllergaer Business Park, Penllergaer, Swansea, SA5 7LJ. E:263102 N:199305	Noted.
wsp.com Morriston Health Campus and New Access Road development: Notice Under Article 2D of the Town and Country Planning (Development Management Procedure) (Wales) Order 2012	Noted.
Teenage Cancer Trust	Noted.
Swansea Council. Proposed new model for Specialist Teaching Facilities (STFs) across Swansea	Noted.
Transport for Wales. What are your views on the Active Travel Act Guidance?	Noted.
Wales & VE DAY 80 - 8 May 2025	Noted.
Swansea Philharmonic Choir's Newsletter. March 2025	Noted.
Wales Regional Transport Plans. Have your say	Noted.

204 Delegates Feedback on Outside Bodies

There was no feedback.

205 Workplan (For Information)

The Council Workplan was presented.

206 Swansea Council Matters: Planning, Highways, Footpaths, Cycleways & Bridleways

There were no matters raised.

207 Training

The Clerk stated that the Training Plan was adopted on 13 April 2023. It 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, Councillors should liaise with the Clerk.

The Clerk reminded Councillors of the importance of training and that they each had to complete the training as outlined within the Training Plan & Matrix.

The Clerk sought permission to undertake the SLCC Training relating to the Principles of Internal Auditing Local Councils (PILAC) at a cost of £144.

Resolved that:

- 1) The update be noted.
- 2) The Clerk be authorised to undertake the SLCC Training relating to the Principles of Internal Auditing Local Councils (PILAC) at a cost of £144.

208 Llangyfelach Ward Councillor Update

Councillor Mark Tribe, Llangyfelach Ward Councillor on Swansea Council provided a verbal report outlining his work within the Ward.

209 Permanent Remembrance Memorial on Village Green

The Clerk stated that discussions with Swansea Council were progressing well and that a site visit had been arranged with Officers of Swansea Council and Chair, Vice-Chair & Clerk of Llangyfelach Community Council.

The Clerk outlined several suggestions relating to the design of the Remembrance Memorial. Councillors considered the physical location of the Remembrance Memorial and that a hard surface path be created.

Councillors favoured a Remembrance Memorial made of granite at approximately 1m high. There should be a wider plinth at its base allowing the placement of floral / poppy wreaths. The plinth would also increase the overall height of the Memorial. The inscription on the Memorial being bilingual and aiming to remember the people of Llangyfelach who sacrificed their lives for their Country. The names of individuals shall not be displayed.

Councillors outlined their favoured location. The location being to the right of the Council's Notice Board on the Village Green. The specific location being centrally between the two benches and 3-4m back from the pavement. The Memorial should be accessed by a hard surface path made from tarmac or similar.

Resolved that:

- 1) The Remembrance Memorial and path as outlined above be approved.
- 2) The Clerk outline the Council's views to Swansea Council.
- 3) If Swansea Council support the specifics outlined above, the Clerk shall seek quotations for a Remembrance Memorial and path.

210 Pea Lighting on the Cherry Trees on Village Green

The Clerk stated that discussions with Swansea Council were progressing well and that a site visit had been arranged with Officers of Swansea Council and Chair, Vice-Chair & Clerk of Llangyfelach Community Council.

Resolved that the update be noted.

211 Planted Christmas Tree on Village Green

The Clerk stated that discussions with Swansea Council were progressing well and that a site visit had been arranged with Officers of Swansea Council and Chair, Vice-Chair & Clerk of Llangyfelach Community Council.

Resolved that the update be noted.

212 Responsibility for Storage of Christmas Decorations

The Clerk stated that the Ffair Nadolig Llangyfelach Christmas Fair takes significant planning. However, the work continues post event, with the need to ensure that the Council's assets such as Christmas Lights, Decorations etc. are placed back into storage.

Resolved that Councillors Jamie Jewell, Sharon Phillips & Julie Rees be responsible for the co-ordination of the storage of Christmas Decorations

213 Hire of Llangyfelach Church Hall 2025-2026

The Clerk stated that he had obtained the price to hire Llangyfelach Church Hall for Council Meetings during 2025-2026. The hire cost being £60 per 3-hour meeting. There are 11 meetings per annum. The hire charge includes Wi-Fi. The annual cost being £660.

Resolved that the Clerk be authorised to hire Llangyfelach Church Hall for its meetings.

214 Storage at Llangyfelach Church Tower 2025-2026

The Clerk stated that the Council currently stores many of its assets within Llangyfelach Church Tower. The annual storage fee being £500.

Resolved that Llangyfelach Church Tower be retained as the storage space for Council assets.

215 Council Annual Report 2024-2025

The Clerk stated that Section 52 of the Local Government and Elections (Wales) Act 2021 requires that all Community Councils must prepare and publish an Annual Report about the Council's Priorities, Activities and Achievements during that financial year. It is to be published as soon as reasonably practicable after the end of the financial year.

Resolved that the Council Annual Report 2024-2025 attached at Appendix A of the report be approved and published.

216 Council Action Plan 2025-2026

The Clerk stated that an Action Plan detailing the Council's aims, objectives, and actions for a forthcoming year would be measurable and useful. Councillors discussed the Action Plan and chose to add additional aspirations:

- Better Use of Fairview Road Playground including potential educational use such as a Nature Trail for Llangyfelach Primary School.
- Placing Benches / Picnic Tables at Y Llwyni.

Resolved that the Council Action Plan 2025-2026 attached at Appendix A of the report be approved as amended and published.

Next Council Meeting

6.00pm on Thursday, 8 May 2025.

The meeting ended at 7.06 p.m.

Chair