



## **Minutes of Meeting of Council**

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

**On: Thursday, 9 October 2025 at 6.00pm**

**Present:** Councillor Sharon Phillips (Chair) Presiding

**Councillors:** Paul Baker, Peter Gibson, Mike Glover, Jamie Jewell & Julie Rees

**Clerk to the Council:** Huw Evans

**83 Apologies for Absence**

Apologies for absence were received from Councillors Daniel Lorey & Adrian Roberts & Mark Tribe.

**84 Disclosures of Personal & Prejudicial Interests**

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

**85 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 September 2025.

**87 Announcements of the Chair of Council**

The Chair of Council made no announcements.

**88 Public Question Time**

There were no questions.

**89 Community Reports & Invited Presentations**

**i) PCSO (Police Community Support Officers) Report**

There was no report.

**ii) Area Co-ordinators Report**

There was no report.

**90 Expenditure, Income, Bank Account Transfers & Bank Reconciliation**

The Clerk outlined all Payments, Receipts, Bank Account Transfers & Bank Reconciliations since the last meeting of Council. The payments were made in accordance with Minute 21 "Constitutional Matters" of the Annual Council held on 8 May 2025.

<b>Expenditure (E).</b>		<b>£</b>
E36	Robert Morgan & Sons Limited. Nordman Fir Tree. Council 11.09.2025	576.66
E37	Clerk Salary (September 2025)	510.13
E38	CCS Pension Fund (Clerk) (September 2025)	201.73
E39	HB Enoch & Owen. Payroll Services. QTR 2. 2025-2026	43.20
E40	HMRC. PAYE Income Tax & NI. Payroll Services. QTR 2. 2025-2026	371.80
E41	Swansea Council. Pea Lighting Works on Village Green. Council 10.06.2025	9,594.17
E42	Huw Evans. Amazon. Liitrsh Christmas Santa Claus Boots. Council 12.12.2024	54.16
E43	Pentagon. Security Licence Subscription Renewal for llangyfelachcommunitycouncil.org. Council 09.10.2025	138.00
E44	Wales Air Ambulance. Community Council Appeal. Council 09.10.2025	200.00
E45	Royal British Legion Industries. Pair of Unknown Tommy and Women in War Statues. Council 09.10.2025	370.00
<b>Income (I)</b>		<b>£</b>
I09	Bank Interest (September 2025)	22.63
<b>Bank Account Transfers (T)</b>		<b>£</b>
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**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.

## 91 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 & Events	Noted.
One Voice Wales. News Bulletin	Noted.
One Voice Wales. Cost of Living Crisis Support Team Update	Noted.
Llais. Monthly Newsletter	Noted.
One Voice Wales. Biodiversity Team	Noted.
Keep Wales Tidy. Green Space & Biodiversity Webinar. 10.30-12.00 on 23.10.2025	Noted.

One Voice Wales National Conference and Annual General Meeting 01.10.2025	Noted.
Nationwide Swansea. Digital Lessons 3 – 17.09.2025	Noted.
Swansea Council. Winter Wellbeing Grant	Noted.
20splenty. Wales 20mph 2nd anniversary	Noted.
Democracy & Boundary Commission Cymru (DBCC). Submission of the Draft Annual Remuneration Report 2026–2027. Consultation Deadline: 18 November 2025	Noted.
Wales Air Ambulance. Community Council Appeal: Project Update	<b>Resolved</b> that donation of £200 be made.
Recruitment of a Community / Town Councillor to the Standards Committee	Noted.
Society of Local Council Clerks (SLCC). Upcoming Webinar on the Terrorism (Protection of Premises) Act 2025 (Martyn's Law)	Noted.
One Voice Wales. Landfill Disposals Tax Communities Scheme	Noted.
One Voice Wales. Votes at 16 - Media training for young people	Noted.
Keep Wales Tidy. Webinars	Noted.
Calon Tân. Autumn 2025 Edition	Noted.
One Voice Wales. Upcoming Online Events	Noted.
Tŷ Fforest Resource Hub.	Noted.
Urdd. Request for support	Noted.
Llais. Let's Talk Winter Care. 23 October 2025	Noted.
Swansea Council. Daffodil Scheme.	<p><b>Resolved</b> that 5x 25kg Sacks of Daffodil Bulbs be purchased.</p> <p>It is hoped that they can be planted in the vicinity of Bryntywod, Heol Pentre Felen, Swansea Road (by lower entrance to Church) Vivians Row &amp; Y Llwyni.</p> <p>The cost being £562.50</p>

**92 Delegates Feedback on Outside Bodies**  
There was no delegate feedback.

**93 Workplan (For Information)**  
The Council Workplan was presented.

**94 Swansea Council Matters: Planning, Highways, Footpaths, Cycleways & Bridleways**

There were no matters.

**95 Training Plan**

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.

Councillors asked for an update following their request at Council on 7 January 2025 for the Clerk to contact One Voice Wales (OVW) to express the difficulty faced by Councillors in attending the fixed course times of OVW courses. The Clerk was also to enquire about OVW pre-recording a course and selling it as a session per Councillor.

**Resolved** that the update be noted and that the Clerk seek a response from OVW and that he raise it at the next OVW Swansea Area Committee.

**96 Llangyfelach Ward Councillor Update**

There was no report.

**97 Ffair Nadolig Llangyfelach Christmas Fair**

The Clerk stated that the Ffair Nadolig Llangyfelach Christmas Fair was scheduled for Friday, 5 December 2025.

Councillor Sharon Phillips provided an update on the work of the Christmas Fair Working Group and outlined timings and other specifics. Councillors discussed issues relating to preparing for the event and clearing up including the fact that payments would have to be made as appropriate for an Electrician, Tree Surgeon and other helpers.

**Resolved** that:

- 1) The update be noted.
- 2) The Clerk be authorised to arrange and pay for:
  - i) 4x Crazy Characters.
  - ii) Payments to key helpers.
  - iii) A Snow Machine.
  - iv) Sleigh & Reindeers.
  - v) Selfie Boards (1 Large freestanding & 1 Smaller).
  - vi) Approximately 400x Small Selection Boxes.
  - vii) Other issues required to ensure the success of the Fair.
- 3) The PCSO be asked to assist with traffic and parking during the Christmas Fair.

**98 Christmas Newsletter**

Councillors Peter Gibson and Paul Baker provided an update relating to the production of the newsletter. They asked for volunteers to shadow their work so that the knowledge was shared.

**Resolved** that the update be noted and that future consideration be given to the Christmas Fair Working Group becoming involved with the production of the newsletter.

**99 Remembrance Sunday**

The Clerk stated that Remembrance Sunday is a day to commemorate the contribution of British and Commonwealth military and civilian servicemen and women in the two World Wars and later conflicts. Remembrance Sunday falls on 9 November 2025. The Chair of Council shall lay a Poppy Wreath on behalf of the Community Council.

Councillors discussed purchasing a pair of Unknown Tommy and Women in War Statues from the Royal British Legion Industries.

**Resolved** that:

- 1) The update be noted.
- 2) A pair of Unknown Tommy and Women in War Statues be purchased from the Royal British Legion Industries at a cost of £370.

**100 Permanent Remembrance Memorial on Village Green**

The Clerk stated that Council at its meeting on 10 April 2025 resolved to commission a Permanent Remembrance Memorial on the Village Green. It is hoped that the Memorial will be in situ prior to Remembrance Sunday.

Councillors discussed the colour of the resin that would surround the Remembrance Memorial and outlined that they favoured a dark grey colour without any pattern.

**Resolved** that the update be noted and that the resin surround be dark grey in colour.

**Next Council Meeting**

6.00pm on Thursday, 13 November 2025.

The meeting ended at 7.43 p.m.

**Chair**