



Items 7 to 16

Council - 11 December 2025

Reports of the Clerk

7. Expenditure, Income, Bank Account Transfers & Bank Reconciliation

- Expenditure. Paid in accordance with Annual Council of 8 May 2025 (Minute 21 "Constitutional Matters" refers).
- Expenditure - Previous Council Decision. Date of Decision included.
- Income. Income received by Council.
- Bank Account Transfers.

Expenditure (E)		£
E55	Clerk Salary (November 2025)	510.13
E56	CCS Pension Fund (Clerk) (November 2025)	201.73
E57	One Voice Wales. Training. Module 5 - The Council Meeting. Councillor Julie Rees. 17 June 2025	42.00
E58	Swansea Sea Scouts. Donation. Council - 13 November 2025	75.00
E59	Low Cost Print Ltd. 2x Selfie Boards. Council 9 October 2025	96.00
Income (I)		£
I11	Bank Interest (November 2025)	10.90
Bank Account Transfers (T)		£
T11	Business Reserve to Current Account. 28.11.2025	1,000.00

The Clerk e-mailed the Bank Accounts Monthly Reconciliation to all Councillors.

Recommended 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.

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. E-Bulletin
One Voice Wales. Cost of Living Crisis Support Team Update
One Voice Wales. Llais. Monthly Newsletter
One Voice Wales. Biodiversity Team
Urdd Gobaith Cymru. Fund for All Appeal 2026

Cyngor Cymuned **Llangyfelach** Community Council

One Voice Wales. Social Impact Survey
Welsh Blood Services. Blood Donation in Swansea
One Voice Wales. Practice Development Note 22 - Members' Induction
Swansea Council. Active Travel Network Map Public Engagement
National Energy System Operator. Wales Regional Energy Strategic Plans (RESP)
Lloyd Mayor's Office. Carol Service 2025
City & County of Swansea Pension Fund. Draft Valuation Results - 31 March 2025
Swansea Philharmonic Choir. Greetings
City & County of Swansea Pension Fund. Local Government Pension Scheme (LGPS). Memorandum of Understanding & Pension Administration Strategy.

9. Delegates Feedback on Outside Bodies (Verbal)

Outside Body	Membership - Council 8 May 2025
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	<p>Standard Items. Discussed each month:</p> <ul style="list-style-type: none"> a) Community Reports (PSCO & AC) & Invited Presentations. b) Expenditure, Income, 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. <p>Additional Items. Discussed as required.</p>
May Annual Meeting	<ul style="list-style-type: none"> ➤ Constitutional Matters. ➤ Insurance Cover. ➤ Hire of Church Hall. ➤ General Power of Competence (GPoC) Declaration. ➤ Personnel Committee. Elect Chair & Vice-Chair.
June	<ul style="list-style-type: none"> ➤ Annual Governance Statement. ➤ Internal Auditors Report.
July	<ul style="list-style-type: none"> ➤ Requests for Grants and Donations. ➤ Ffair Nadolig Llangyfelach Christmas Fair.

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	<ul style="list-style-type: none"> ➤ Christmas Newsletter. ➤ Personnel Committee - Clerk's Appraisal.
August	No Meetings.
September	<ul style="list-style-type: none"> ➤ Christmas Newsletter. ➤ Ffair Nadolig Llangyfelach Christmas Fair. ➤ Remembrance Sunday. ➤ Budget Monitoring.
October	<ul style="list-style-type: none"> ➤ Review of Council Policies (Every 5 years). ➤ Christmas Newsletter. ➤ Ffair Nadolig Llangyfelach Christmas Fair. ➤ Remembrance Sunday.
November	<ul style="list-style-type: none"> ➤ Requests for Grants and Donations. ➤ Christmas Newsletter. ➤ Ffair Nadolig Llangyfelach Christmas Fair. ➤ Review of Biodiversity Action Plan (BAP).
December	<ul style="list-style-type: none"> ➤ Budget & Precept for Next Financial Year. ➤ Floral Decorations within the Community. ➤ Review of Ffair Nadolig Llangyfelach Christmas Fair.
January	➤ Budget & Precept for Next Financial Year.
February	<ul style="list-style-type: none"> ➤ Review of Standing Orders (Every 5 years). ➤ Review of Financial Regulations (Every 5 years).
March	<ul style="list-style-type: none"> ➤ Review of Asset Register. ➤ Requests for Grants and Donations.
April	<ul style="list-style-type: none"> ➤ Council Annual Report & Section 6 Biodiversity Report. ➤ Council Action Plan.
To be confirmed	Agree the External Auditors Report.

11. Swansea Council Matters: Planning & Highways

Verbal at Meeting.

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 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, consult with the Clerk.

Councillor Julie Rees attended the One Voice Wales - Module 5 "The Council Meeting" Training on 17 June 2025.

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. Review of Ffair Nadolig Llangyfelach Christmas Fair

The Ffair Nadolig Llangyfelach Christmas Fair was held on Friday, 5 December 2025. The Christmas Fair Working Group (comprising Councillors Sharon Phillips, Mike Glover, Jamie Jewell & Julie Rees) shall provide their feedback on the Christmas Fair.

Councillors are asked to review the Fair and to provide their feedback, to ensure that there is continuous learning for futures events. Consideration is required in relation to future Christmas Fairs i.e. Dates, Timings, Land Train, Brass Band, Choirs, Stalls, Venues, First Aid Cover etc.

Recommended that:

- 1) The update be noted.
- 2) The Clerk be authorised to pay all outstanding invoices linked to the Ffair Nadolig Llangyfelach Christmas Fair.

15. Additional Community Governor at Llangyfelach Primary School - Governing Body

Councillor Pau Baker is the current Additional Community Governor serving on the Llangyfelach Primary School Governing Body. His 4-year term of office is coming to an end. Councillor Baker has indicated that he would be prepared to remain as the Additional Community Governor for a further 4-year period.

Recommended that the Councillor Paul Baker be re-appointed as the Additional Community Governor at Llangyfelach Primary School Governing Body for a further term of 4-years.

16. Council Bank Accounts

Council at its meeting on 14 November 2024, resolved that two new Bank Accounts be opened with the NatWest "Bankline" facility to ensure compliance with Model Financial Regulations (Wales) 2024. NatWest's "Bankline facility requires a second person to approve any Council spending from the Bank Accounts.

This led to the Council having four Bank Accounts. The original two accounts have remained mainly dormant to ensure that there were no legacy financial payments set up against them. The two original accounts were closed on 1 December 2025.

Recommended that the update be noted.

Huw Evans (PSLCC)
Clerk to Llangyfelach Community Council