



Minutes of Meeting of Council

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

On: Thursday, 9 April 2026 at 6.00pm

Present: Councillor Sharon Phillips (Chair) Presiding

Councillors: Michelle Kidwell, Mike Glover, Daniel Lorey, Julie Rees & Mark Tribe

Clerk to the Council: Huw Evans

197 Apologies for Absence

Apologies for absence were received from Councillor Paul Baker, Jamie Jewell & Adrian Roberts.

198 Disclosures of Personal & Prejudicial Interests

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

199 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) 3 March 2026.

200 Announcements of the Chair of Council

i) Welcome to Councillor Michelle Kidwell

The Chair of Council welcomed Councillor Michelle Kidwell to her first meeting following her co-option to Llangyfelach Community Council on 9 April 2026.

201 Public Question Time

There were no questions.

202 Community Reports & Invited Presentations

i) PCSO (Police Community Support Officers) Report

There was no report.

ii) Area Co-ordinators Report

There was no report.

203 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.

Expenditure (E)		£
E83	Clerk Salary (March 2026)	509.93
E84	CCS Pension Fund (Clerk) (March 2026)	201.73
E85	HMRC. PAYE Income Tax & NI. QTR 4. 2025-2026	382.60
E86	H B Enoch & Owen Ltd. Payroll Services. QTR 4. 2025-2026	83.40
E87	Macmillan Cancer (via Just Giving Platform). Donation. Council 03.03.2026.	100.00
E88	Swansea Bay Health Charity. Morrison Renal Unit (via Enthuse Platform). Donation. Council 03.03.2026.	200.00
Income (I)		£
I16	Bank Interest (February 2026)	13.86
Bank Account Transfers (T)		£
T16	Business Reserve to Current Account. 26.03.2026	1,500.00

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 including:

E01	Pentagon. www.llangyfelachcommunitycouncil.org.uk Domain & Hosting Renewal.	296.39
E02	One Voice Wales. Membership 2026-2027	496.00

204 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.
One Voice Wales. E-Bulletin	Noted.
One Voice Wales. Cost of Living Crisis Support Team Update	Noted.
One Voice Wales. Llais. Monthly Newsletter	Noted.
One Voice Wales. Biodiversity Team	Noted.
Swansea Council. It's Your Swansea 2026	Noted.
One Voice Wales. National Awards 2026	Noted.

GrantScape. Swansea Greener Grid Park Community Fund	Noted.
Democracy & Boundary Commission Cymru (DBCC). Annual Remuneration Report 2026-2027	Noted.
Llangollen International Musical Eisteddfod. Appeal for Assistance from Community Councils	Noted.
Welsh Government. Update on PEDW case – CAS-03127-J6W2K0 – Penllergaer Estate Solar Farm	Noted.
South West Wales Corporate Joint Committee - Strategic Development Plan Delivery Agreement	Noted.
City & County of Swansea. Pension Valuation Report 2025	Noted.
Local Government Pension Scheme (LGPS) Updates - April 2026.	Noted.
Local Government Pension Scheme (LGPS) – Ill Health Retirement Clarification	Noted.
One Voice Wales. Funding Newsletter March 2026	Noted.
One Voice Wales. Community Boundary Reviews	Noted.
Swansea Philharmonic Choir. Newsletter	Noted.

205 Delegates Feedback on Outside Bodies

There was no delegate feedback.

206 Workplan (For Information)

The Council Workplan was presented.

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

i) Parking Enforcement on Heol Pentre Felen & Surrounding Areas

The Chair of Council stated that Llangyfelach Community Council was aware of the recent parking enforcement carried out by Swansea Council Parking Enforcement Officers at Heol Pentre Felen and surrounding areas.

Parking enforcement is not within the remit of Llangyfelach Community Council. As such, all matters should be directed to Swansea Council car.parks@swansea.gov.uk and / or your Swansea Council Ward Councillor Mark Tribe cllr.mark.tribe@swansea.gov.uk

208 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.

Resolved that the update be noted.

209 Llangyfelach Ward Councillor Update

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

Resolved that the update be noted.

210 Electricity Supply on Village Green

The Clerk stated that he had established that SSE Energy Solutions is the energy provider for the Council's electricity meter on the Village Green. The Clerk has failed to find any bill for energy during his time as Clerk to the Council. SSE Energy Solutions would be conducting a site visit on 10 April 2026.

Resolved that the update be noted.

211 One Voice Wales Membership 2026-2027

The Clerk stated that that the Council's Membership of One Voice Wales ends on 31 March. A renewal membership letter has been received, with the membership cost being £496. The benefits of membership of One Voice Wales are worthwhile as it provides excellent support, advice, and access to a training programme.

Resolved that the Council continue its One Voice Wales Membership.

212 Completion of Audit of Annual Return 2024-2025 - Audit Wales

The Clerk stated that Audit Wales had completed the audit of the Annual Return for the year ended 31 March 2025 of Llangyfelach Community Council on 26 February 2026. The audit was conducted on behalf of the Auditor General for Wales and in accordance with the requirements of the Public Audit (Wales) Act 2004 and guidance issued by the Auditor General for Wales.

Audit Wales gave an "Unqualified" Audit Opinion. The complete document may be viewed at:

<https://www.llangyfelachcommunitycouncil.org.uk/wip/wp-content/uploads/2026/02/2024-2025-Annual-Return-Signed-by-Audit-Wales.pdf>

The Notice of Conclusion of Audit 2024-2025 may be viewed at:
<https://www.llangyfelachcommunitycouncil.org.uk/wp/wp-content/uploads/2026/02/2024-2025-Notice-of-Conclusion-of-Audit-Year-Ended-31.03.2025.pdf>

Audit Wales did not bring any matters to the attention of the Council.

Resolved that:

- 1) The Completion of Audit of Annual Return 2024-2025 - Audit Wales be noted.
- 2) The Clerk's action of placing the Certified Audit Opinion & Notice of Completion of Audit on the Council's Website and in the Notice Board be noted.
- 3) The Clerk be authorised to pay the Audit Wales invoice once it arrives.

213 Community Council Logo & Branding

The Clerk stated that the Community Council uses an image of Llangyfelach Church & Tower as its logo. The image is of poor quality which causes difficulty when seeking to use it for branding purposes. It would be useful, to have a high quality image that could be used for logo and branding purposes. It could be used to mark the assets that the Community Council has provided within the community.

Councillors discussed options that could be included in to the new branding / logo. Suggestions included, but were not limited to:

- An image of the Tower with a flag.
- An image of the Tower with a flag with Church.
- A pencil sketch of the Village Green, Pub, Tower, Flag & Church Archway.

Resolved that the Clerk be authorised to engage a Branding / Logo consultant to design options for a new image.

214 Community Council Notice Board Replacement

The Clerk stated that the Community Council currently has one notice board located on the Village Green. The Notice Board is in need of replacement and consideration should be given to re-locating it.

The Clerk outlined several designs and possible location for the siting of the Notice Board. One of the options being to place it on the wall of the Church Hall, to the left of the Defibrillator. The Clerk indicated that the Parish Priest was in support of the proposed location.

Resolved that the report be deferred until the new logo had been agreed, so that the new logo could be placed on the Notice Board.

215 Council Annual Report 2025-2026

The Clerk stated that Section 52 of the Local Government and Elections (Wales) Act 2021 requires all Community Councils to 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 2025-2026 attached as an Appendix of the report be approved and published.

216 Council Action Plan 2026-2027

The Clerk presented a draft Council Action Plan 2026-2027. The draft Plan seeks to outline the Council's aims, objectives, and ambitions for the forthcoming year. Councillors discussed the Council Action Plan.

Resolved that the draft Council Action Plan 2026-2027 attached as an Appendix of the report be deferred to the June 2026 Council meeting.

Next Council Meeting

6.00pm on Tuesday, 12 May 2026.

The meeting ended at 7.07pm.

Chair