



Minutes of Meeting of Council

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

On: Thursday, 11 June 2026 at 6.00pm

Present: Councillor Sharon Phillips (Chair) Presiding

Councillors: Paul Baker, Jamie Jewell, Michelle Kidwell, Julie Rees, Adrian Roberts & Mark Tribe

Clerk to the Council: Huw Evans

27 Apologies for Absence

Apologies for absence were received from Councillors Mike Glover & Daniel Lorey.

28 Disclosures of Personal & Prejudicial Interests

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

29 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) Annual Council - 12 May 2026.

30 Announcements of the Chair of Council

The Chair made no announcements.

31 Public Question Time

There were no questions.

32 Community Reports & Invited Presentations

i) PCSO (Police Community Support Officers) Report

There was no report.

ii) Area Co-ordinators Report

There was no report.

33 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 23 "Constitutional Matters" of the Annual Council held on 12 May 2026.

Expenditure (E)		£
E13	Clerk Salary (May 2026)	509.93
E14	CCS Pension Fund (Clerk) (May 2026)	157.88
E15	AdvantEdge. EDGE IT Systems Ltd. Finance Software. Year 2 of 5 Year Contract	320.40
Income (I)		£
I04	Bank Interest (May 2026)	16.64
Bank Account Transfers (T)		£
T04	Business Reserve to Current Account. 21.05.2026	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.

34 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.
Welsh Government. Planning & Environmental Decisions Wales. CAS-03127-J6W2K0 – Penllergaer Estate Solar Farm	Noted.
One Voice Wales. National Conference & Awards Ceremony. 01.07.2026	Noted.
Swansea Council. Local Government Pension Scheme. Early Pension Reductions - Changes.	Noted.
One Voice Wales. Biodiversity Team. Webinar	Noted.
One Voice Wales. Practice Development Notes	Noted.
One Voice Wales. Biodiversity Team. Biodiversity Packages 2026-2027	Noted.
One Voice Wales. What Could Tour Council Do?	Noted.
Swansea Philharmonic Choir. Marketing	Noted.

One Voice Wales. Funding Newsletter	Noted.
Swansea Council. Community / Town Council – Code of Conduct Questionnaire	Noted.

35 Delegates Feedback on Outside Bodies

There was no feedback.

36 Workplan (For Information)

The Council Workplan was presented.

Resolved that “Budget Monitoring” be moved from June into July for the future.

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

There were no issues raised.

38 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.

39 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.

40 Community Council Meeting - April 2027

The Clerk stated that the Council meeting scheduled for 8 May 2027 clashed with a meeting of Swansea Council. He proposed that the meeting be arranged to Tuesday, 6 April 2027.

Resolved that Llangyfelach Community Council Meeting be held on Tuesday, 6 April 2027 at 6.00pm.

41 Storage at Llangyfelach Church Tower 2026-2027

The Clerk stated that he had contacted the Church seeking an agreement in principle to place a shed on the Church grounds. The Clerk also outlined costs of purchasing a shed.

Councillors considered the issue and raised concerns at ongoing storage in the Church Tower beyond 2026-2027. Councillors were kept to seek a speedy resolution to ensure that adequate storage would be available following the Christmas Fair in December 2026.

Resolved that:

- 1) The Clerk write to the Church seeking a response to the Council's request place a shed on the Church grounds. The Clerk also ask for a key to the Church Tower to allow access to its assets at times to suit the Council. The Clerk also be authorised to discuss allowing the Church to share the use of the shed. A response is required by Monday, 24 August 2026 to allow sufficient time for the Council to seek alternative storage arrangements for the 2027-2028.

42 Electricity Supply on Village Green

The Clerk stated that he met with an Engineer from SSE Energy Solutions on 10 April 2026. The Engineer upgraded and renewed some elements within the Electricity Pillar. Council resolved on 17 April 2026 for the Clerk to arrange an Electrician to update and make safe the remaining elements within the Pillar.

The Clerk received a proposed contract from SSE Energy Solutions for 01.06.2026-31.05.2027. The annual Standing Charge being approximately £358.65. The Unit cost being 25.922309 p/KWh with a reduction of 0.5 p/KWh if the bill was paid via Direct Debit.

The Clerk has received a quote from Swansea Council to replace the feeder pillar and to carry out all repairs and upgrade the interior of the pillar including a new pillar, digging out all of the underground work and replacing the electricity connection back in the new pillar. The cost being £2,000.

Councillors discussed the issue and highlighted the need to make the electricity connections within the Christmas Tree pit too. They also suggested placing a double socket within the new pillar and the pit subject to the opinion of the electrician. A timer for the Cherry Tree lights was also required and possible a remote control facility of turning on the Christmas Tree lights.

Resolved that:

- 1) The Clerk be authorised to enter the Council enter into a Electricity Supply Contract with SSE Energy Solutions, and to seek better tariffs with other suppliers over future years.
- 2) The Council accept the quote from Swansea Council for the works to the feeder pillar at a cost of £2,000.
- 3) The Clerk be authorised to negotiate a price from Swansea Council to deal with the electricity connections within the Christmas Tree Pit and to install a double socket in the pillar and the pit. The Clerk also be authorised to award the work subject to consultation with the Chair of Council.

43 Community Council Logo & Branding

The Clerk stated that he had been in discussion with Kingsbridge Print Ltd regarding a new Branding / Logo for the Community Council. The Clerk sought views on the type of logo required.

Councillors considered several suggestions and favoured a line type drawing capturing a profile of the Plough & Harrow, the Church Tower, Church Gate, a Cherry Tree and the Remembrance Memorial.

Resolved that the Clerk outline the above to Kingsbridge Print Ltd and bring suggested logos back to a future meeting. The Clerk be authorised to pay for this work.

44 AdvantEdge – Finance Software. Year 2 of 5-Year Contract

The Clerk stated that the Council at its meeting on 8 July 2025, resolved to enter into a 5-year contract with Edge IT Systems Ltd for their AdvantEDGE Finance Software. The Year 2 Fee being £320.40.

Resolved that the Clerk be authorised to pay the Year 2 fee of £320.40 to Edge IT Systems.

45 Budget Monitoring 2026-2027

The Clerk stated that in accordance with the Local Government Finance Act 1992, the Community Council must agree a budget and set a precept for the following financial year. In preparation of that process, it is considered good governance to ensure regular Budget Monitoring.

He outlined the Community Council's Bank Balances and Financial Budget Comparison as of 31 May for the previous and current year.

Resolved that:

- 1) The Bank Balances as of 31 May 2026 be noted.
- 2) The Financial Budget Comparison 2026-2027 be noted.
- 3) The Clerk liaise with the Chair of Council to discuss other formats for the Financial Budget Comparison table.

46 Council Action Plan 2026-2027

The Clerk presented a draft Council Action Plan 2026-2027. The draft Plan outlines the Council's aims, objectives, and ambitions for the forthcoming year.

Councillors discussed the Council Action Plan and keen to follow through on its 2025-2026 aspirations to place composite Benches / Picnic Tables on Y Llwyni and potentially at other appropriate locations within the community.

The Clerk stated that he was also in discussions with West Glamorgan Age Cymru for them to run digital support events periodically throughout the year. This would compliment the Council's aim of facilitating training and information sessions.

Resolved that:

- 1) The Council Action Plan 2026-2027 be amended as outlined by Council and published on the Council's website.
- 2) The Clerk bring a report to Council outlining prices for the installation of composite Benches / Picnic Tables on Y Llwyni and potentially at other appropriate locations within the community.
- 3) The Clerk be authorised to purchase cord to enable the Welsh National Flag to be flown on the Church Tower.

Next Council Meeting

6.00pm on Thursday, 9 July 2026.

The meeting ended at 7.12pm.

Chair