



Minutes of Meeting of Council

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

On: Thursday, 9 July 2026 at 6.00pm

Present: Councillor Sharon Phillips (Chair) Presiding

Councillors: Paul Baker, Mike Glover, Julie Rees & Adrian Roberts

Clerk to the Council: Huw Evans

47 Apologies for Absence

Apologies for absence were received from Councillors Jamie Jewell, Michelle Kidwell, Daniel Lorey & Mark Tribe.

48 Disclosures of Personal & Prejudicial Interests

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

49 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) Council - 11 June 2026.

50 Announcements of the Chair of Council

The Chair made no announcements.

51 Public Question Time

There were no questions.

52 Community Reports & Invited Presentations

i) PCSO (Police Community Support Officers) Report

There was no report.

ii) Area Co-ordinators Report

There was no report.

53 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)		£
E16-29	2026-2027. DBCC Contribution to the Costs of Working from Home (£156) & Office Consumables (£52) x7 Councillors	1,456.00
E30	Clerk Salary (June 2026)	510.13
E31	CCS Pension Fund (Clerk) (June 2026)	157.88
E32	HB Enoch & Owen. Payroll Services. QTR 1. 2026-2027	43.20
E33	HMRC. PAYE Income Tax & NI. QTR 1. 2026-2027	498.35
E34	SSE Energy Solutions. Electricity. 10.04.2026-17.06.2026	71.24
E35	One Voice Wales. Training. Councillor Paul Baler. Module 16 - Use of IT, Websites & Social Media. 29.06.2026	44.00
Income (I)		£
I05	Bank Interest (June 2026)	16.99
Bank Account Transfers (T)		£
T05	Business Reserve to Current Account. 13.06.2026	3,000.00

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.

54 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.
Natural Resources Wales. Invitation to Community Flood Volunteer Events 2026	Noted.
One Voice Wales. Taking the First Step. Cost of Living Challenges. £500 grants	Noted.
The Environment Centre. Permaculture Design Courses	Noted.
One Voice Wales. Wales Nature Week 04-12.07.2026	Noted.
One Voice Wales. Practice Development Note 28 "Internal Audit"	Noted.
One Voice Wales. Digital Training Modules	Noted.
One Voice Wales. What Community and Town Councils are Achieving Across Wales	Noted.

Democracy & Boundary Commission Cymru (DBCC). Size & Structure of Councils Research	Noted.
Swansea Council. Questionnaire. Awareness & Training Needs relating to the Code of Conduct	Noted.

55 Delegates Feedback on Outside Bodies

There was no feedback.

56 Workplan (For Information)

The Council Workplan was presented.

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

There were no issues raised.

58 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.

The Clerk stated that Councillor Paul Baler had attended the One Voice Wales, Training Module 16 - Use of IT, Websites & Social Media on 29.06.2026.

Resolved that the update be noted and the invoice of £44 for the training be paid.

59 Llangyfelach Ward Councillor Update

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

Resolved that the update be noted.

60 Storage at Llangyfelach Church Tower 2026-2027

The Clerk stated that Llangyfelach Church had provided written permission for the Council to place a shed on the Church grounds.

Resolved that:

- 1) The Clerk measure the size of the base of the current shed, and provide costs for a suitable shed at that location.

61 Electricity Supply on Village Green

The Council stated that the Council had an Electricity Supply Contract with SSE Energy Solutions. The contract commenced on 18 June 2026 and lasts for 1-year.

The Clerk stated that he had settled the outstanding charges for the meter for the period 10.04.2026-17.06.2026. The total cost for the period being £71.24.

The Clerk stated that following the resolution of Council on 11.06.2026, he had asked Swansea Council to fully renew the Electricity Pillar to ensure modern safety standards are met. The Clerk stated that the additional works sought by the Community Council as outlined on 11 June 2026 would be in the region of an additional £1,000.

The additional works being to renew the electricity connections within the Christmas Tree Pit and to install a double socket in the pillar and the pit.

Resolved that:

- 1) The update be noted.
- 2) The Council accept the additional quote from Swansea Council for the additional costs at an approximate cost of £1,000.

62 Community Council Logo & Branding

The Clerk stated that Kingsbridge Print Ltd had provided several images relating to a new Branding / Logo for the Community Council. Council at its meeting on 11.06.2026 asked that the logo include a profile of the Plough & Harrow, the Church Tower, Church Gate, a Cherry Tree and the Remembrance Memorial.

Several images were viewed at the meeting. It was agreed that the Remembrance Memorial should be removed from the logo. The second logo was favoured, but the Clerk was asked for a further image showing lighter shading on the Wales National Flag and possibly light shading to the roof of the Plough and Harrow.

Resolved that:

- 1) The Clerk liaise with Kingsbridge Print Ltd as to the proposed changes identified. The images be shared with the Councillors for comment.
- 2) The Clerk be authorised to sign off the logo in consultation with the Chair & Vice-Chair of Council.

63 Christmas Newsletter

The Clerk stated that traditionally, the Council produces the Llangyfelach Community Council's - Christmas Newsletter. The newsletter contains articles by local Groups operating within the area. Councillor Michelle Kidwell has agreed to lead on the newsletter with Councillor Paul Baker providing support and guidance.

Resolved that:

- 1) The Clerk seek quotations and be delegated authority in consultation with the Chair of Council to award the work to the most suitable quoter.

64 Ffair Nadolig Llangyfelach Christmas Fair

The Ffair Nadolig Llangyfelach Christmas Fair is scheduled for Friday, 4 December 2026. Council discussed all aspects of the Fair.

Once, the Council have agreed the format of the event, Swansea Council will be informed of the event via their Organising an Event in Swansea webpage. <https://www.swansea.gov.uk/organisinganevent>

Resolved that:

- 1) The Clerk seek to book the following for the Fair:
 - i) A Brass Band.
 - ii) The Swansea Council Land Train.
 - iii) 20-22 foot Christmas Tree.
 - iv) Same number of Selection Boxes as 2025.
 - v) 4x Disney Type Characters.
 - vi) Snow Machine. Note: Council has a credit note as it was cancelled due to inclement weather in 2025.
 - vii) A sleigh or other suitable Christmas item.
- 2) Llangyfelach Scouts be asked to provide First Aid Cover for the Christmas Fair subject to them demonstrating they have the relevant paperwork to do so.
- 3) The Clerk liaise with Swansea Council regarding the potential of having Parking Restrictions & Road Closures in place.
- 4) A Christmas Fair Working Group comprising Councillors Sharon Phillips, Mike Glover, Jamie Jewell & Julie Rees be established. The Working Group shall be tasked with discussing the Christmas Fair event with all relevant parties and to feedback to the Council. Note; Other Councillors may also join.
- 5) The Christmas Fair Working Group feedback to a future Council meeting detailing timings and other factors relating to the Fair.

65 Requests for Grants & Donations

The Clerk stated that the Council had allocated £1,500 of its 2026-2027 budget to its Grants & Donations Policy. To be eligible for a grant / donation applicants must comply with the conditions set out within the Policy.

<https://www.llangyfelachcommunitycouncil.org.uk/policy-procedures/>

Requests for applications are considered every 4 months (July, November & March). To date, the budget has been allocated as outlined:

Organisation	£
Donation to Kids Cancer Charity. Council 12.05.2026	100.00
Total Allocated 2026-2027	100.00
Total Unallocated 2026-2027	1,400.00

No requests have been received.

Resolved that the update be noted.

66 Benches / Picnic Tables on Y Llwyni & Potentially Other Suitable Locations

Council at its meeting on 9 July 2026 adopted the Council Action Plan 2026-2027. The Plan included an aspiration to place composite Benches / Picnic Tables on Y Llwyni and potentially other suitable locations within the community.

The Clerk was tasked with bringing a report to Council outlining costs of the benches. This report has been put on hold pending clarity regarding Swansea Council, Llangyfelach Ward Councillor Mark Tribe's intentions to also place benches in the area.

Resolved that the update be noted and discussed further in September 2026.

Next Council Meeting

6.00pm on Thursday, 10 September 2026.

The meeting ended at 6.50pm.

Chair