

Items 7 to 15

Council - 4 June 2024

Reports of the Clerk

7. Payments, Receipts, Bank Account Transfers & Bank Reconciliation

- Payments (Expenditure). Paid in accordance with resolution of Annual Council of 9 May 2024 (Minute 19 “Constitutional Matters” refers).
- Determined by Council. Payments made following a decision of Council.
- Receipts (Income). Income received by Council.
- Bank Account Transfers.

Payments (Expenditure)	£
Clerk Salary (May 2024)	331.89
CCS Pension Fund (Clerk) (May 2024)	175.00
-	
Determined by Council	
-	
Receipts (Income)	
Bank Interest (May 2024)	TBC
-	
Bank Account Transfers	
-	

The Bank Accounts Monthly Reconciliation has been e-mailed to all Councillors.

Recommended that:

- 1) The Payments, Receipts, Bank Account Transfers & Bank Account Monthly Reconciliations be 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. News Bulletin
Welsh Government. Local Places for Nature.
Gorseinon Town Council. Vacancy for Deputy Town Clerk.
Community Transport Association. Wales Conference 23 May 2024 - The Future of Inclusive Transport.
Welsh Government. Training. Free Places Scheme.
Mynydd y Gwair Wind Farm Community Fund.
Local Democracy & Boundary Commission for Wales. Swansea Community Review.

One Voice Wales. Online Launch of new Resources for Biodiversity. 11am-1pm 21 May 2024.
Swansea Philharmonic Choir. Charity summer concert in aid of Breast Cancer Now. 8 June 2024. www.swanseaiphilchoir.org
One Voice Wales. Innovative Practice Conference on 3 July 2024.
UK Parliament. Safety of Lithium-ion Batteries and e-bikes and scooters.
Swansea Council. Update to Swansea Local Development Plan 2023 - 2038 (LDP2).
One Voice Wales. New Climate Toolkit Workshops.
One Voice Wales. Guidance on Working Digitally.
Thanks for 20. Update on Welsh speed limit review from 20's Plenty for your Council.
One Voice Wales. Recruitment & Retention of Clerks / Responsible Finance Officers.
Senedd. Holocaust Memorial Day 2025. For a Better Future.
One Voice Wales. Pre-election Period Timetable of Actions.
Swansea Council. Recruitment of a Community / Town Councillor Representative to the Standards Committee.

9. Delegates Feedback on Outside Bodies (Verbal)

Outside Body	Membership - Council 9 May 2024
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	Standard Items. Discussed each month: a) Community Reports: PCSO & LAC. b) Payments, Receipts, 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. Additional Items. Discussed as required.
May Annual Meeting	➤ Constitutional Matters. ➤ Insurance Cover. ➤ Hire of Church Hall. ➤ Personnel Committee. Elect Chair & Vice-Chair.
June	➤ Annual Governance Statement. ➤ Internal Auditors Report.

July	<ul style="list-style-type: none"> ➤ Consider Requests for Grants and Donations. ➤ Christmas Tree, Illuminations & Festivities. ➤ Personnel Committee - Clerk's Appraisal.
August	No Meetings.
September	<ul style="list-style-type: none"> ➤ Christmas Newsletter. ➤ Christmas Tree, Illuminations & Festivities. ➤ Remembrance Sunday. ➤ Budget Monitoring.
October	<ul style="list-style-type: none"> ➤ Review of Council Policies. ➤ Christmas Newsletter. ➤ Christmas Tree, Illuminations & Festivities. ➤ Remembrance Sunday.
November	<ul style="list-style-type: none"> ➤ Consider Requests for Grants and Donations. ➤ Christmas Newsletter. ➤ Christmas Tree, Illuminations & Festivities.
December	<ul style="list-style-type: none"> ➤ Budget & Precept for Next Financial Year. ➤ Floral Decorations within the Community.
January	<ul style="list-style-type: none"> ➤ Floral Decorations within the Community.
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. ➤ Consider Requests for Grants and Donations.
April	<ul style="list-style-type: none"> ➤ Annual Report. ➤ Action Plan.
To be confirmed	Agree the External Auditors Report.

11. Swansea Council Matters: Planning & Highways

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, 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, liaise with the Clerk.

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. Swansea Community Review

The Local Democracy and Boundary Commission published their Draft Proposals Report in relation to the review of the community arrangements of the County of Swansea on 16 May 2024. The report can be viewed at:

<https://www.ldbc.gov.wales/reviews/05-24/swansea-community-review-draft-proposals>

The Commission would welcome any comments on its Draft Proposals. The 8-week consultation period begins on 16 May 2024 and closes on 10 July 2024 and any representations should be sent to the Commission. The Commission will carefully consider any representations made to them during the consultation period before they prepare their Final Recommendations Report.

Recommendation. The views of Council are sought.

15. Placing Bleed Kits within Defibrillator Cabinets

The High Sheriff of West Glamorgan 2024-2025 (Melanie James) has launched an initiative to roll out simple life saving bleed control kits. The intention being to encourage Organisation to purchase the Bleed Kits and for them to be placed within existing Defibrillator Cabinets.

A catastrophic bleed can result from many causes including stabbings, impalement, dog bites, road accidents, workplace accidents, falling through or onto glass etc. and these Bleed Kits could save lives. The Bleed Kits are simple for the public to use.

The Bleed Kit initiative will be run through the Heartbeat Trust UK charity which currently manages two of the Council's defibrillator. The High Sheriff is seeking to promote the initiative by liaising with South Wales Police, Swansea Council, Neath Port Talbot Council, Ambulance Service, Trauma Medics, Swansea University, Business Improvement Districts (BIDs), Local Businesses, Ospreys in the Community, and various other Organisations.

The High Sheriff sources the Bleed Kits through an established foundation based in Birmingham called the Daniel Baird Foundation. Lynne Baird tragically lost her son Daniel in 2018 when he was stabbed in a nightclub in Digbeth. Since then, she has consulted with the authorities and experts in West Midlands and has rolled out 20000 kits in England. There are currently none in Wales. The Ambulance Service are happy to register the bleed kits.

The Bleed Kits are approximately £80 plus VAT each. There is a 5-year life on the kit which is due to a small bandage that will need replacing after 5 years at a cost of £5.

The Defibrillator Cabinets within Llangyfelach Community Council area are at:

- Llangyfelach Church Hall, Heol y Geifr, Llangyfelach.
- Junction of Heol Pentre Felen & Bryn Hedydd.
- Gavin Griffiths Group. Beechwood House, Bryntywod, Llangyfelach, Swansea SA5 7LP. **Note:** The Council owns this Cabinet; however, the Defibrillator is owned and maintained by the Gavin Griffiths Group.

Recommended that 3 x Bleed Kits be purchased and placed within the Defibrillator Cabinets.

Huw Evans (PSLCC)
Clerk to Llangyfelach Community Council