

## Items 7 to 18

Council - 10 October 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.

<b>Payments (Expenditure)</b>	<b>£</b>
Clerk Salary (September 2024)	442.49
CCS Pension Fund (Clerk) (September 2024)	175.00
HB Enoch & Owen. Payroll Services. QTR 2. 2024-2025	43.20
HMRC. PAYE Income Tax & NI. QTR 2. 2024-2025	0.00
-	
<b>Determined by Council</b>	
Robert Morgan & Sons. 22ft Norman Fir Tree. Council 07.07.2024	535.20
Microsoft 365 - Annual Subscription. Council 09.09.2024	79.99
Royal British Legion Industries (RBLI) Ltd. Unknown Tommy Statue (Left Facing), Unknown Women in War (Right Facing) & 2x Angle Irons. Council 09.09.2024	400.00
John Lewis. HP Smart Tank 7605 All-in-One Wireless Printer & Fax Machine, Light Basalt. Council 09.09.2024	307.00
Swansea Council. Purchase & Planting of 3 Sacks of Daffodils. Council 09.09.2024	282.00
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<b>Receipts (Income)</b>	
Bank Interest (September 2024)	48.25
-	
<b>Bank Account Transfers</b>	
28.09.2024. Business Reserve Account to Current Account	2,000.00

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
Scouts. Parish Council Support to Swansea Sea Cadets - Volunteer Opportunities and Cadet Recruitment
Keep Wales Tidy. Free Community Orchard Package
<a href="http://www.Reengage.co.uk">www.Reengage.co.uk</a> Re-engage Free Community Christmas directory
Swansea Philharmonic Choir. Newsletter - September 2024
Police & Crime Commissioner. Consultation
Traffic Wales. M4 J45 Ynysforan - J46 Llangyfelach
One Voice Wales. Webinar Older People's Engagement & Services
Senedd Cymru. Stakeholder event: Role, governance and accountability of the Community and Town Council sector
City and County of Swansea. Statement of Principles Gambling Act 2005 (Gambling Policy) Review
Senedd Cymru. Infrastructure (Wales) Act 2024 - Publication of consultation paper
Swansea Bay UHB. External Independent Review of its Maternity and Neonatal Services
Welsh Government. Consultation: Scrutiny of the Welsh Government Draft Budget 2025-2026
One Voice Wales. News from the Cost of Living Crisis Support Team
One Voice Wales. Mentrau Iaith - Gwreiddiau Gwylt
Environment Centre. Grants for schools   Horticulture training
Save a Life Cymru. Help to achieve a Guinness World Record
Gallagher. Community Matters
Evans Banks Planning. Pre-Application Consultation - Proposed Development at Griffiths Waste Management Ltd, Swansea
Sub-Group - Review of the Charter between Swansea Council and the Community / Town Councils within its area

## 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. <b>Additional Items. Discussed as required.</b>
May Annual Meeting	<ul style="list-style-type: none"> <li>➤ Constitutional Matters.</li> <li>➤ Insurance Cover.</li> <li>➤ Hire of Church Hall.</li> <li>➤ Personnel Committee. Elect Chair &amp; Vice-Chair.</li> </ul>
June	<ul style="list-style-type: none"> <li>➤ Annual Governance Statement.</li> <li>➤ Internal Auditors Report.</li> </ul>
July	<ul style="list-style-type: none"> <li>➤ Consider Requests for Grants and Donations.</li> <li>➤ Christmas Tree, Illuminations &amp; Festivities.</li> <li>➤ Personnel Committee - Clerk's Appraisal.</li> </ul>
August	No Meetings.
September	<ul style="list-style-type: none"> <li>➤ Christmas Newsletter.</li> <li>➤ Christmas Tree, Illuminations &amp; Festivities.</li> <li>➤ Remembrance Sunday.</li> <li>➤ Budget Monitoring.</li> </ul>
October	<ul style="list-style-type: none"> <li>➤ Review of Council Policies (Every 5 years).</li> <li>➤ Christmas Newsletter.</li> <li>➤ Christmas Tree, Illuminations &amp; Festivities.</li> <li>➤ Remembrance Sunday.</li> </ul>
November	<ul style="list-style-type: none"> <li>➤ Consider Requests for Grants and Donations.</li> <li>➤ Christmas Newsletter.</li> <li>➤ Christmas Tree, Illuminations &amp; Festivities.</li> </ul>
December	<ul style="list-style-type: none"> <li>➤ Budget &amp; Precept for Next Financial Year.</li> <li>➤ Floral Decorations within the Community.</li> </ul>
January	<ul style="list-style-type: none"> <li>➤ Floral Decorations within the Community.</li> </ul>
February	<ul style="list-style-type: none"> <li>➤ Review of Standing Orders (Every 5 years).</li> <li>➤ Review of Financial Regulations (Every 5 years).</li> </ul>
March	<ul style="list-style-type: none"> <li>➤ Review of Asset Register.</li> <li>➤ Consider Requests for Grants and Donations.</li> </ul>
April	<ul style="list-style-type: none"> <li>➤ Council Annual Report.</li> <li>➤ Council Action Plan.</li> </ul>
To be confirmed	Agree the External Auditors Report.

**11. Swansea Council Matters: Planning & Highways**

**i) Presentation - Statutory Pre-Application Consultation: Maes Melin BESS [LICH-DMS.FID458137]**

A representative of FRV Powertek, shall provide a 15 minute presentation relating to the [Penllergaer Solar Park](#) draft proposals. The site is situated between Pontlliw, Tircoed and Felindre.

The proposed 40-megawatt peak (MWp) solar energy park will generate enough to power over 19,000 homes and save 16,000 tonnes of carbon every year, as well as contributing to the Welsh Government's target to meet 100% of its electricity needs from renewable sources by 2035.

**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. Additional Defibrillators within Llangyfelach Community Council Area**

On 9 July 2024, Council resolved that two additional Defibrillators and Bleed Kits be placed in the vicinity of:

- i) Y Llwyni & its junction with the footpath leading to Bryn y Gors.
- ii) Pengors Road & its junction with the footpath leading to Maes y Dderwen.

**Note:** The exact location to be agreed between the Chair of Council (Councillor Peter Gibson), Councillor Mark Tribe & Heartbeat Trust UK.

Discussions are ongoing and an update will be provided at the meeting.

**Recommended** that the update be noted.

**15. Remembrance Sunday**

On 9 September 2024, Council resolved that a Poppy Wreath be purchased and an "Unknown Tommy" Statue (left facing) & an "Unknown Women in War Statue (right facing) with the message "Lest We Forget" be purchased from Royal British Legion Industries <https://rbli.co.uk/> together with additional irons to support them and the original Statues. The Statues and support irons had been purchased.

Councillors were asked to seek design suggestions for a permanent Remembrance Memorial to be placed on the Village Green.

**Recommended** that the update be noted.

**16. Christmas Newsletter**

Traditionally, the Council produces the Llangyfelach Community Council's - Christmas Newsletter. This is distributed in December each year and contains of articles by the local Groups operating within the area. Councillors Peter Gibson and Paul Baker led the work for the previous newsletter.

The Clerk has sought quotations from local printers and will provide feedback at the meeting.

**Recommended** that the work be offered to the most suitable quote.

**17. Christmas Tree, Illuminations & Festivities**

The Christmas Event is scheduled for Friday, 6 December 2024. Pontarddulais Town Band have been booked to play from 17.30 until Father Christmas arrives at 18.15. They will have a break and then play for a further 30 minutes.

The Clerk has arranged for Father Christmas to visit and has arranged First Aid Cover and a 20ft Nordman Fir Christmas Tree. The Christmas Tree pit shall need to be checked for electrical safety.

Councillors are asked to consider some of the specifics of the event such as arranging Father Christmas Sleigh, and format / specifics of the event.

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>

Councillors are asked to provide feedback relating to their work:

- Councillor Mark Tribe regarding a Police presence.
- Feedback from the Sub-Group comprising Councillors Peter Gibson, Mike Glover, Sharon Phillips and Julie Rees.

**Recommended:**

- 1) The Clerk in consultation with Councillors Sharon Phillips & Julie Rees determine the number of Chocolate Selection Boxes required and be authorised to purchase them.
- 2) The update be noted.

**18. Disposal of Asset - Epson Workforce WF-2750 Printer.**

The Clerk has purchased a new printer (HP Smart Tank 7605) to replace the faulty Epson Workforce WF-2750 printer. Permission is sought for the Clerk to dispose of the Epson Printer and for it to be removed from the Asset Register.

**Recommended** that the Epson Workforce WF-2750 printer be removed from the Asset Register and disposed of.

**Huw Evans (PSLCC)**  
**Clerk to Llangyfelach Community Council**