

To: All Members of Llanrhidian Higher Community Council

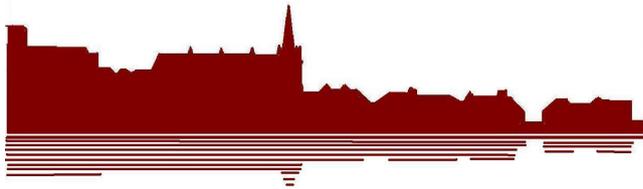
Dear Councillor,

You are hereby summoned to attend the MEETING of LLANRHIDIAN HIGHER COMMUNITY COUNCIL to be held at 7.00 p.m. on Thursday, 19th March 2026 at Penclawdd Community Centre.

Public questions are included at Item No.5 and must relate to items listed on the agenda. To access the meeting remotely via the telephone, please contact clerk@llanrhidianhighercommunitycouncil.co.uk two working days before the day of the meeting to receive an invitation.

AGENDA

		Page No.
1.	Apologies for absence.	
2.	To receive Disclosures of Personal and Prejudicial Interests.	3-4
3.	To Approve and Sign as a Correct Record the Minutes of the meeting of Council held on 12 th February 2026.	5-11
4.	Chair's Announcements.	
5.	Public Question Time. (10 Minutes) <i>Questions must relate to items listed on the agenda.</i>	
6.	Community Reports.	
a)	Police Report on Local Matters. (Verbal)	
	Business to be Transacted: -	
7.	Reports of the Clerk.	12-13
a)	Accounts for Payment / Quotations.	14-16
b)	Budget Monitoring 2025/26 & 2026/27.	17
c)	Correspondence.	18
d)	Work Plan 2025/2026.	19-21
e)	Community Council Action Tracker.	22-29
8.	Committee / Working Group Reports.	
a)	Finance Committee – Grants and Donations.	30-34
9.	Council Property / Community Projects / Burial Grounds.	35-37



10.	City and County of Swansea Issues.	38
	a) Report of the Pen-clawdd Ward Member.	
	b) Planning Applications for Consideration.	
	c) Footpaths, Cycle Paths and Bridleways.	
11.	Reports of Delegate's on Outside Bodies. (Verbal)	
	Next Meeting: - Council Meeting at 7 p.m. on Thursday, 16th April 2026 at Penclawdd Community Centre.	
	<i>Jeremy Parkhouse</i>	

**Jeremy Parkhouse - Clerk to the Community Council
 10th March 2026**

<u>Llanrhidian Higher Community Council</u>	
Councillor Huw Davies	Councillor Melissa Roberts
Councillor Leanne Davies	Councillor Mike Sheehan (Vice-Chair)
Councillor Russell Garrington	Councillor Paul Tucker (Chair)
Councillor Sarah Hughes	Councillor Andrew Williams
Councillor James Matthews	Councillor Adam Woolliscroft
Quorum – 4	

Item No. 2
Disclosures of Interest

To receive Disclosures of Interest from Councillors and Officers

Councillors

Councillors Interests are made in accordance with the provisions of the Code of Conduct adopted by the Llanrhidian Higher Community Council. You must disclose orally to the meeting the existence and nature of that interest.

NOTE: You are requested to identify the Agenda Item / Minute No. / Planning Application No. and Subject Matter to which that interest relates and to enter all declared interests on the sheet provided for that purpose at the meeting.

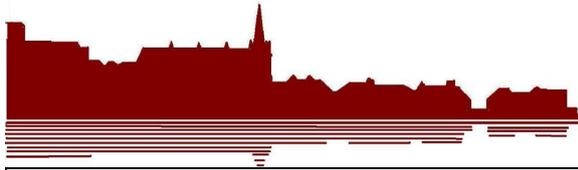
1. If you have a **Personal Interest** as set out in **Paragraph 10** of the Code, you **MAY STAY, SPEAK AND VOTE** unless it is also a Prejudicial Interest.
2. If you have a Personal Interest which is also a **Prejudicial Interest** as set out in **Paragraph 12** of the Code, then subject to point 3 below, you **MUST WITHDRAW** from the meeting (unless you have obtained a dispensation from the City and County of Swansea's Standards Committee)
3. Where you have a Prejudicial Interest you may attend the meeting but only for the purpose of making representations, answering questions or giving evidence relating to the business, **provided** that the public are also allowed to attend the meeting for the same purpose, whether under a statutory right or otherwise. In such a case, you **must withdraw from the meeting immediately after the period for making representations, answering questions, or giving evidence relating to the business has ended**, and in any event before further consideration of the business begins, whether or not the public are allowed to remain in attendance for such consideration (**Paragraph 14** of the Code).
4. Where you have agreement from the Monitoring Officer that the information relating to your Personal Interest is **sensitive information**, as set out in **Paragraph 16** of the Code of Conduct, your obligation to disclose such information is replaced with an obligation to disclose the existence of a personal interest and to confirm that the Monitoring Officer has agreed that the nature of such personal interest is sensitive information.
5. If you are relying on a **grant of a dispensation** by the Standards Committee, you must, before the matter is under consideration:
 - i) Disclose orally both the interest concerned and the existence of the dispensation; and
 - ii) Before or immediately after the close of the meeting give written notification to the Authority containing:

- a) Details of the prejudicial interest;
- b) Details of the business to which the prejudicial interest relates;
- c) Details of, and the date on which, the dispensation was granted; and
- d) Your signature

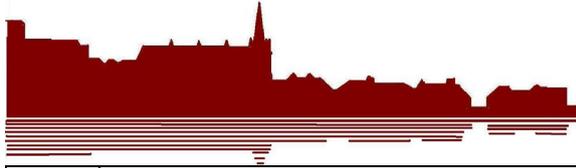
Officers

Financial Interests

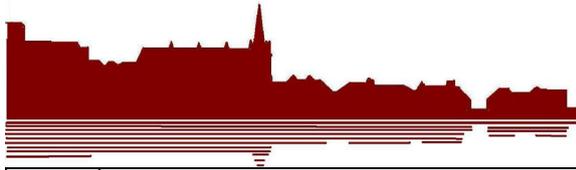
1. If an Officer has a financial interest in any matter which arises for decision at any meeting to which the Officer is reporting or at which the Officer is in attendance involving any member of the Council and /or any third party the Officer shall declare an interest in that matter and take no part in the consideration or determination of the matter and shall withdraw from the meeting while that matter is considered. Any such declaration made in a meeting of a constitutional body shall be recorded in the minutes of that meeting. No Officer shall make a report to a meeting for a decision to be made on any matter in which s/he has a financial interest.
2. A “financial interest” is defined as any interest affecting the financial position of the Officer, either to his/her benefit or to his/her detriment. It also includes an interest on the same basis for any member of the Officers family or a close friend and any company firm or business from which an Officer or a member of his/her family receives any remuneration.



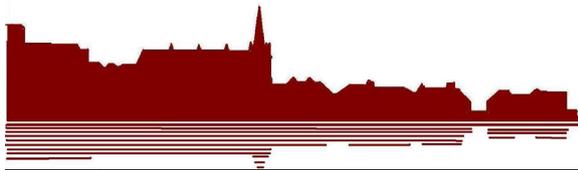
Minutes of the Meeting of Council	
Held at Penclawdd Community Centre	
On Thursday, 12th February 2026 at 7.00pm.	
Present:	Councillor Paul Tucker (Chair) presided
Councillors:	Russell Garrington, Melissa Roberts, Mike Sheehan, Andrew Williams and Adam Woolliscroft.
Officers:	Jeremy Parkhouse - Clerk to the Community Council
Also Present:	Matthew Tucker – Penclawdd AFC
92.	Apologies for Absence
	Apologies for absence were received from Councillors Huw Davies, Leanne Davies, Sarah Hughes and James Matthews.
93.	Declarations of Interest
	In accordance with the Code of Conduct adopted by Llanrhidian Higher Community Council, the following interests were declared: -
	Councillor Paul Tucker – Minute No. – Reports of the Clerk – Correspondence, Item 1 – Personal & Prejudicial and left the meeting prior to discussions on this item.
94.	Minutes
	Resolved that the Minutes of the meeting held on 15th January 2026 be approved and signed as a correct record, subject to the following amendment: -
	Minute No.85 – Community Reports – Police – Amend the wording of the second sentence to:
	The gang, which were posing as ex-servicemen, were targeting affluent areas and had been spotted in Bryn Hir in the morning and had visited Crofty, Wernffrwd and Llanrhidian.'
95.	Chair's Announcements
	None.



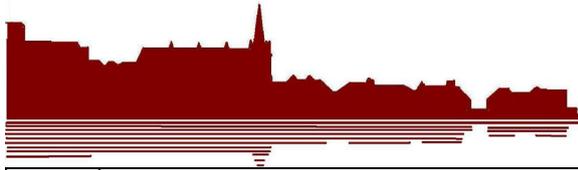
96.	Public Question Time
	Matthew Tucker, Penclawdd AFC attended to meeting to seek the support of the Community Council to further improve the facilities and provided an update on improvements to the old changing rooms at Parc Dan Y Graig.
	He outlined that the improvements would include a 50-seater stand, incorporating disabled facilities, which would also require a concrete base, two 14-seater dugouts and a concrete path. It was added that the stand would require planning permission.
	It was added that grant funding was available to cover the majority of the costs.
	Resolved that: -
	1) The Community Council agrees in principle to support the project.
	2) The Clerk and Penclawdd AFC representative progress the project.
97.	Community Reports
	None.
98.	Completion of Audit of Annual Returns 2021/2022, 2023/2024 and 2024/2025 – Audit Wales
	The Clerk reported that Audit Wales had completed the audit of the Annual Returns for the years ended 31 March 2022, 2024 and 2025 of Llanrhidian Higher Community Council on 30 January 2026.
	It was added that 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 guidance issued by the Auditor General for Wales, Audit Wales gave “Unqualified” audit opinions.
	The completed returns were provided at Appendices A-C.
	It was highlighted that the Annual Return 2022/2023 was currently outstanding. The Clerk had queried the facts presented in the return and was awaiting a reply.
	The Annual Returns had been published on the Community Council website and displayed in the noticeboards at the Memorial Gardens and Foreshore Car Park.



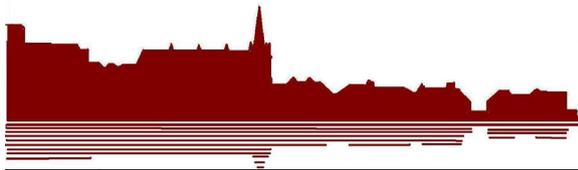
	The Council discussed the issues raised in the outstanding Annual Return 2022/2023. It was noted that the Community Council had regularly reviewed the procedures undertaken to appoint a grounds maintenance contractor and reviewed the controls in place to ensure an open and transparent process.
	Resolved that: -
	1) The Completion of Audit of Annual Returns 2021/2022, 2023/2024 and 2024/2025 be noted.
	2) An Action Plan be produced to address the comments made in the reports.
	3) The actions taken to ensure an open and transparent process, be noted.
99.	Reports of the Clerk
	a) Accounts for Payment / Quotations
	The accounts for payment were provided at Appendix A of the report.
	The following were also discussed: -
	<u>Additional Expenditure</u>
	<ul style="list-style-type: none"> • £152.54 – Universal Hardware Supplies – Locks for Graig Y Coed lockers • £35.55 – Crofty Supermarket and Post Office - postage • £29.94 - Crofty Supermarket and Post Office – box of A4 paper • £528 – AW Properties – Insulation paint for Community Shed.
	<u>Additional Income</u>
	£80.67 – CCLA interest
	<u>Quotations</u>
	<ul style="list-style-type: none"> • Hanging baskets 2026 – Additional planter at Riverside. It was reported that no objections had been received from residents. • Removal of ivy from fence at Parc Dany Graig and treatment of the roots. • Repair of grave at Parc Hendy Cemetery. • Removal / replacement of stock fencing at Graig Y Coed.



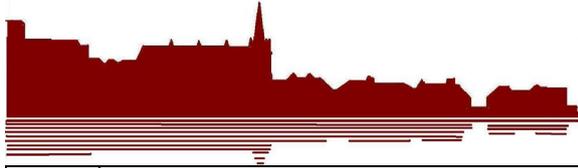
	Resolved that: -
	1) The payments / additional payments / amendments be approved.
	2) The payments paid since 15th January 2026 meeting be noted and agreed.
	3) The income / additional income be noted.
	4) The bank reconciliation, bank transfers and bank account balances be noted and agreed.
	5) The CCLA investment income be noted.
	6) Hanging baskets 2026 – Additional planter at Riverside – The Council proceeds with adding the additional hanging basket to the order with Swansea Council.
	7) Removal of ivy from fence at Parc Dany Graig and treatment of the roots – an additional 2 quotations be sought.
	8) Repair of grave at Parc Hendy Cemetery – An additional quotation be sought.
	9) Removal / replacement of stock fencing at Graig Y Coed – 3 quotations be sought.
	b) To Monitor the Council Budget 2025-2026 and to Note the Council Budget 2026-2027
	The Clerk presented the up-to-date budget spend for 2025-26 and the Council budget for 2026-2027.
	Resolved that the report be approved.
	c) Correspondence
	The correspondence reported by the Clerk was provided at Appendix C of the report. All correspondence was noted and actions / comments were made in respect of the following: -
	Noted that Councillor Paul Tucker vacated the Chair and left the meeting during discussions regarding the item 1. Councillor Mike Sheehan (Vice-Chair) presided for item 1) only. Councillor Paul Tucker presided for items 2 to 5.
	1) H Howels – Request regarding Parc Hendy Cemetery – Resolved that the request be refused and the Clerk forwards an invoice as discussed. It was noted that previous purchases of burial plots would only guarantee the location of a plot. Costs for residents / non-residents burials / cremations would also have to be paid.



	2) Duvant Bowls Club – Request to use the Bowling Green for the 2026 season – Resolved that the Clerk discusses the request with Blue Anchor Bowls Clubs / the Grounds Maintenance Contractor and reports to the Finance Committee.
	3) Swansea Rams Rugby League – Request to use Council facilities – Resolved that the Clerk discusses the request with Penclawdd RFC / the Grounds Maintenance Contractor and reports to the Finance Committee.
	4) ARAG Law – Tomlin Order – Resolved that the position at the Foreshore Car Park be closely monitored.
	5) S Monger – Request for disabled parking spaces at the Foreshore Car Park – Resolved that the Clerk responds, outlining the current position in respect of the Foreshore Car Park.
	Councillor Mike Sheehan (Vice-Chair) presided
	d) Work Plan 2025/2026
	The report was provided for information.
	e) Community Council Action Tracker
	The report was provided for information.
	f) Local Government Pension Scheme Discretions Policy
	The Clerk reported for approval the Community Council’s Local Government Pension Scheme Discretions Policy. The policy was attached at Appendix A. It was added that approval was required by the City and County of Swansea Pension Fund.
	Resolved that: -
	1) The Community Council’s Local Government Pension Scheme Discretions Policy, provided at Appendix A, is approved.
	2) The Policy is published on the Community Council website.
100.	Committee / Working Group Reports
	Councillor Adam Woolliscroft commented that the Events and Projects Committee could possibly meet in April / May 2026.

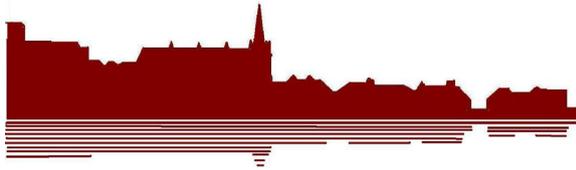


101.	Council Property / Community Projects / Burial Grounds
	The Clerk presented a report regarding Community Council property, community projects and burial grounds. The following were discussed: -
	1) Foreshore Car Park – It was reported that no response had been received from Benson Estates. Councillor Andrew Williams would try to contact Benson Estates to progress matters.
	2) Penclawdd Community Centre – Further support was not required at present due to Swansea Council’s assistance.
	3) Land at Llanmorlais Cross – The possibility of purchasing the land was discussed. The Clerk sought the authority to negotiate with the landowners. It was also proposed that the landowners name be used to name the site, if it was purchased. Resolved that the Clerk be given the authority to contact the landowner to progress matters.
	4) Local Artist – Councillor Melissa Roberts reported that Katy Kneath, a local artist, was available to undertake potential mural projects.
102.	Swansea Council Issues
	a) Report of the Penclawdd Ward Member
	Councillor Andrew Williams (AW) provided a written report regarding the issues he had been involved with during the previous month. The following were also discussed: -
	1) Rhallt – Highways Inspector had attended to examine the road, which was in a poor state of repair in certain areas. A repair list would be undertaken by the Highways Team.
	2) Litter – Despite ongoing litter collections, there was an increasing amount of litter being dropping in the Ward.
	3) £250 donation had been made towards the roof insulation of the Community Shed.
	4) CWOTS Team – They had cleared the path at the entrance to Penclawdd, which had made a significant difference.
	5) Neglect of horses – It was reported that a resident, who was renting land from Swansea Council, had been neglecting horses.
	6) Estuary Pickers – Would commence collecting litter once the evenings were lighter.
103.	Outside Bodies
	No report.



Llanrhidian Higher Community Council
Cyngor Cymuned Llanrhidian Uchaf

	The meeting ended at 8.48 p.m.
	Chair



Item No. 7

Council – 19th March 2026

Reports of the Clerk

a) Accounts for Payment / Financial Report

- Appendix A – Accounts for Payment / Financial Report.
- Quotations / requests reported.

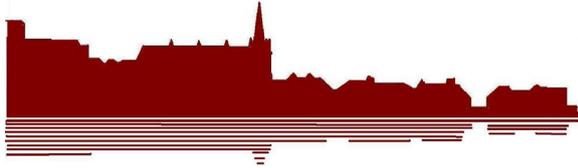
	Quotation Details	Action
1.	Plumbing works required following annual inspection.	Awaiting quotation.
2.	Hanging Baskets 2026 (Additional Planter).	For Decision.
3.	Removal of ivy from fence at Parc Dan Y Graig and treatment of the roots.	Awaiting additional quotations.
4.	Repair of grave at Parc Hendy Cemetery.	Awaiting additional quotations.
5.	Removal / replacement of stock fencing at Graig Y Coed.	Awaiting additional quotations.
6.	Replacement of tennis court fencing at Llanmorlais.	Awaiting quotation.
7.	Replacement Rugby Posts at Graig Y Coed.	For Decision.
8.	Base of spectator stand and installation of concrete path at Parc Dan Y Graig	For Decision.
9.	Planning Agent – Projects at Dan Y Graig and the Dock, Penclawdd.	For Decision.
10.	Redressing surface – Foreshore Car Park.	For Decision.
11.	Clearance of run-off ditch at Llanmorlais Recreation Ground.	For Decision.
12.	Wildflowers at St Gwynour's.	For Decision.
13.	Repair of Metal Door at Bowls Pavilion.	For Decision.

b) To Monitor the Council Budget 2025-2026 and to Note the Council Budget 2026-2027

Attached at Appendix B.

c) Correspondence

Attached at Appendix C.



- d) **Work Programme 2025/2026**
Attached at Appendix D.

- e) **Community Council Action Tracker**
Attached at Appendix E.

Jeremy Parkhouse
Clerk to the Community Council
10th March 2026

Appendix A**ACCOUNTS FOR PAYMENT – 19th March 2026**

Salary Costings	£4,270.00
Clerks Expenses	£42.98
Pinnacle - Printing costs - Invoice 191198 (£39.79 Net) (£7.96 VAT)	£47.75
EDF Energy - Electricity at Bowls Pavilion (£78.25 Net) (£3.91 - 5% VAT)	£82.16
SSE Energy Solutions - Electricity at Memorial Gardens - 15th October 2025 to 31st January 2026 (£78.11 Net) (£3.90 - 5% VAT)	£82.01
PWLB Loan (Mount Hermon Cemetery)	£1,288.18
Celtic Mowers Ltd - Invoice 136052 - Pitch Marker (Super C) - 10 Litres (£199.04 Net) (£39.81 VAT)	£238.85
Pear Technology Services Ltd - Invoice 149808 - PT - Mapper Pro Technical Support until 28/02/2027 & Maplink Technical Support until 28/02/2027 (£245 Net) (£49 VAT)	£294.00
Active HSE - Q1 to Q4 health & safety checks and legionella checks at Community Council buildings	£710.00
Edge IT Systems Ltd - Microsoft 365 Exchange Online (Plan 1) for the Clerk and Councillors, hosted exchange mailbox with 50GB storage and access to email via web portal, mobile device or private licence of Microsoft Outlook 2013/2016 from 27/04/2026 to 26/04/2027 (£431.64 Net) (£86.33 VAT)	£517.97
One Voice Wales - Membership 2026-2027	£760.00
Jonathan Davis & Son - Invoice 26/10 - Monthly Costing February 2026 - Additional Works - Fell & Remove 4no Dead Trees from GYC Banks, Supply & Plant 3no Replacement London Planes as per Quotation 03/26, Works Carried Out 2nd & 3rd February. (£7,298.58 Net) (£1,459.71 VAT)	£8,758.29
<u>Total Payments</u>	<u>£17,092.19</u>

Invoices paid since 12th February 2026	
PES Systems Limited - Invoice 41654 - Contract Period 1st March 2026 - 28th February 2027 at Bowls Pavilion, Penclawdd (£129.73 Net) (£25.95 VAT)	£155.68
Crofty Supermarket & Supermarket - Postage costs	£13.60
CF Corporate Finance Hire of multi-functional device (£65 Net) (£13 VAT)	£78.00
SSE Energy Solutions - Electricity at Graig Y Coed Pavilion - 1st to 31st January 2026 (£734.66 Net) (£36.73 - 5% VAT)	£771.39
Crofty Supermarket & Supermarket - Postage costs	£17.10
Adobe Systems Software - Acrobat Pro	£19.97
Bank Service Charges	£8.50
<u>Total</u>	<u>£18,156.43</u>
<u>Total Outgoings</u>	<u>£35,248.62</u>
<u>Income since 12th February 2026</u>	
CCLA - Interest for February 2026	£72.18
Parc Hendy Cemetery - New burial (Resident)	£1,000.00
Mount Hermon Cemetery - Burial Reopener (Resident)	£600.00
Projects Account Interest - March 2026	£1.94
Reserve Account - Interest - March 2026	£19.46
Refund of gas dryer element from Grafo-therm paint order with A W Properties South Wales Ltd	£84.00
Donation from Councillor Andrew Williams towards the cost of Grafo-therm paint at Community Shed	£250.00
<u>Total Income</u>	<u>£2,027.58</u>
TRANSFERS:	
None	

RECONCILIATION:	
Current Account Balance – 10th March 2026	£48,588.42
Less Approved Payments (March 2026)	£17,092.19
<u>Total</u>	<u>£31,496.23</u>
<u>BANK ACCOUNTS</u>	
Current Account Balance – 10th March 2026	£48,588.42
Reserve Account Balance - 10th March 2026	£52,419.03
CCLA Investment - 10th March 2026	£25,000.00
Memorial Gardens Charity Account - 10th March 2026	£1.00
Projects Account Balance - 10th March 2026	£5,046.66
<u>TOTAL</u>	<u>£131,055.11</u>

Appendix B

Financial Budget Comparison

Comparison between 01/04/25 and 02/02/26 inclusive. Includes due and unpaid transactions.

Excludes transactions with an invoice date prior to 01/04/25

	Previous Year's Net	2025/26	Actual Net	Balance	2026/27
INCOME					
Total Administration	£198,584.38	£198,883.76	£213,137.19	£14,253.43	£227,972.17
Total Outside Services	£11,930.31	£19,279.00	£16,156.06	-£3,122.94	£21,280.00
Total Income	£210,514.69	£218,162.76	£229,293.25	£11,130.49	£249,252.17
EXPENDITURE					
Total Administration	£58,505.13	£66,159.62	£49,521.73	£16,637.89	£88,479.62
Total Outside Services	£253,249.34	£132,276.00	£129,356.11	£2,919.89	£146,441.00
Total Civic	£630.00	£10,250.00	£4,559.02	£5,690.98	£8,350.00
Total Grants	£4,114.85	£5,500.00	£1,140.00	£4,360.00	£5,600.00
Total Expenditure	£316,499.32	£214,185.62	£184,576.86	£29,608.76	£248,870.62
Total Income	£210,514.69	£218,162.76	£229,293.25	£11,130.49	£249,252.17
Total Expenditure	£316,499.32	£214,185.62	£184,576.86	£29,608.76	£248,870.62
Total Net Balance	-£105,984.63	£3,977.14	£44,716.39		£381.55



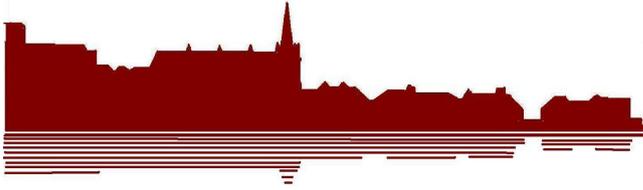
Correspondence – 19th March 2026

1.	A Glanville – Transfer of St Gwynour’s Graveyard.
2.	Swansea Council – Precept Payment Dates 2026-27.
3.	Democracy and Boundary Commission Cymru - Publication of the Annual Remuneration Report 2026–27.
4.	South Wales Police – Quarterly Meetings.
5.	North Gower Food Hub – Services Provided.
6.	Swansea Council - Focus Group Recruitment. Collaborative Research Project - Local Air Quality Swansea.
7.	ARAG Law – Legal Bundle.
8.	Llanmorlais Carnival Committee – Request regarding 2026 Carnival / Advert.
9.	Swansea Council – Community Town Council Forum – 23 March 2026
10.	One Voice Wales – Boundary Review Support.
11.	Active HSE – Change to Charges.
12.	Swansea Council – Work to Culvert at Belle Vue / Use of Foreshore Car Park.
13.	One Voice Wales – Manifesto.
14.	Ultra Challenge – Event Notification: Gower Peninsula Charity Challenge 2026 – Saturday 18th and Sunday 19th July 2026
15.	Blue Anchor Men Bowls – Response regarding request from Duvant Bowls Club.

Jeremy Parkhouse

Clerk to the Community Council

10th March 2026



Report of the Clerk

Council – 19th March 2026

Llanrhidian Higher Community Council Work Plan 2025/2026

Purpose: This report details the Community Council Work Plan to May 2026.

Report Author: Jeremy Parkhouse

For Information

1. Introduction

- 1.1 The Community Council Workplan to May 2026 is attached at Appendix 1 for information.
- 1.2 The dates included for the meetings in 2025/26 are subject to approval at the Annual Council meeting.

Appendix 1 – Community Council Workplan 2025/26.

**Jeremy Parkhouse
Clerk to the Community Council
9th March 2026**

Llanrhidian Higher Community Council Workplan 2025/26

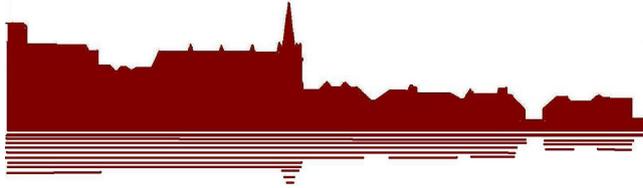
Appendix 1

	May 2025	June 2025	July 2025	September 2025	October 2025	November 2025	January 2026	February 2026	March 2026	April 2026
Community Reports	Police Report	Police Report LAC Report	Police Report	Police Report	Police Report LAC Report	Police Report	Police Report	Police Report	Police Report LAC Report	Police Report
Governance	Election of Chair Election of Vice-Chair Standing Orders To Approve the Model Financial Procedural Rules Constitutional Matters Appoint Chair / Vice Chair of Charity Assets of the Council	To Agree the Internal Audit Report and Annual Governance Statement. To Appoint an Internal Auditor for the Financial Year Ending 31st March 2026 To Approve Councillors Allowances for the 2024-2025 Financial Year.					To approve the budget 2026/27 To Set the Precept for 2026/27	Completion of Audit of Annual Returns 2021/2022, 2023/2024 & 2024/2025 - Audit Wales		To Approve the Draft Annual Report To Approve the Draft Annual Plan Completion of Audit of Annual Returns 2022/2023
Clerk's Reports	Financial Report Budget Monitoring Correspondence Tracker Work Plan	Financial Report Budget Monitoring Correspondence Tracker Work Plan	Financial Report Budget Monitoring Correspondence Tracker Work Plan	Financial Report Budget Monitoring Correspondence Tracker Work Plan	Financial Report Budget Monitoring Correspondence Tracker Work Plan	Financial Report Budget Monitoring Correspondence Tracker Work Plan Employers Data Retention Policy	Financial Report Budget Monitoring Correspondence Tracker Work Plan	Financial Report Budget Monitoring Correspondence Tracker Work Plan	Financial Report Budget Monitoring Correspondence Tracker Work Plan	Financial Report Budget Monitoring Correspondence Tracker Work Plan

Llanrhidian Higher Community Council Workplan 2025/26

Appendix 1

Committee Reports		Finance / Personnel / Events & Projects		Events & Projects Finance - To Agree the Annual Charges for Use of Community Council Facilities by Sports Clubs.		Finance – To approve the draft budget. Finance - To Agree the Annual Burial Charges Finance - To Approve Grant Payments			Finance - To Approve Grant Payments	Finance Committee: To Review the Emergency Plan To Review the Grants & Donations Policy
Council Assets	Council Property / Community Projects / Burial Grounds	Council Property / Community Projects / Burial Grounds	Council Property / Community Projects / Burial Grounds	Council Property / Community Projects / Burial Grounds	Council Property / Community Projects / Burial Grounds	Council Property / Community Projects / Burial Grounds	Council Property / Community Projects / Burial Grounds	Council Property / Community Projects / Burial Grounds	Council Property / Community Projects / Burial Grounds	Council Property / Community Projects / Burial Grounds
Swansea Council	Penclawdd Ward Member Report Planning Rights of Way	Penclawdd Ward Member Report Planning Rights of Way	Penclawdd Ward Member Report Planning Rights of Way	Penclawdd Ward Member Report Planning Rights of Way	Penclawdd Ward Member Report Planning Rights of Way	Penclawdd Ward Member Report Planning Rights of Way	Penclawdd Ward Member Report Planning Rights of Way	Penclawdd Ward Member Report Planning Rights of Way	Penclawdd Ward Member Report Planning Rights of Way	Penclawdd Ward Member Report Planning Rights of Way
Outside Bodies	Reports of Delegate's on Outside Bodies	Reports of Delegate's on Outside Bodies	Reports of Delegate's on Outside Bodies	Reports of Delegate's on Outside Bodies	Reports of Delegate's on Outside Bodies	Reports of Delegate's on Outside Bodies	Reports of Delegate's on Outside Bodies			



Report of the Clerk

Council – 19th March 2026

Community Council Action Tracker

Purpose: This report details the actions recorded by the Community Council, Finance & Personnel Committees and response to the actions.

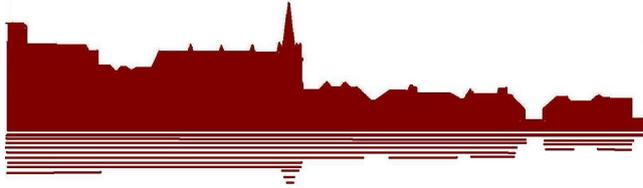
Report Author: Jeremy Parkhouse

For Information

1. Introduction

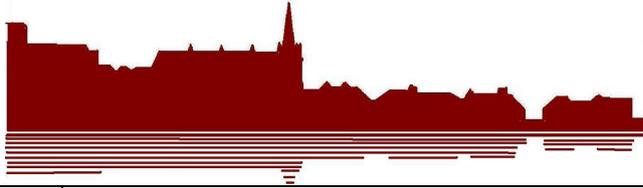
- 1.1 During the course of Community Council and Committee meetings, various actions may be decided which are recorded on the minutes of the meetings.
- 1.2 The Action Tracker has been formulated to allow actions to be monitored.
- 1.3 An Action Tracker has been created which records the decisions taken and provides an outcome for each action.
- 1.4 The Action Tracker providing outstanding actions is attached at Appendix 1.
- 1.5 The Action Tracker will be regularly updated and any completed actions will be marked 'closed'.
- 1.6 The Action Tracker will be reported to each relevant meeting for information.

Appendix 1 – Action Tracker

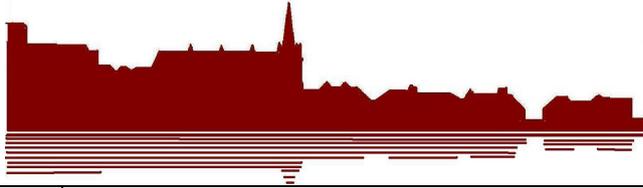


Appendix 1

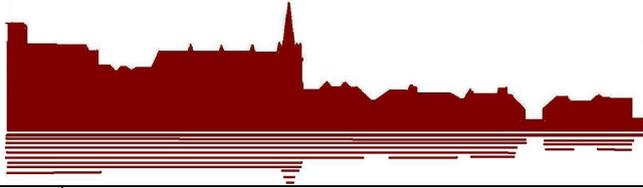
Action Tracker		
	Details	Outcome / Action
1)	24/01/2023 – Finance Committee – Minute 61 - The Finance and Governance Toolkit for Community and Town Councils – To Review Part 1 – The Health Check – Themes A and B	
	Finance & Governance Toolkit	<ul style="list-style-type: none"> Email addresses provided by the Council should be used by all Councillors. ONGOING Clerk to review policies, review policies available on the ACAS website / One Voice Wales. ONGOING The updated Themes A and B sections be reported to a future meeting. ONGOING
2)	12/03/24 – Finance Committee – Minute No. 46 - Quarterly Discussion with the Grounds Maintenance Contractor	
	Drainage at Graig Y Coed	ONGOING 2) Manhole covers to be replaced and a suitable boulder be placed in the corner of the car park to prevent vehicles exiting down the bank.
3)	21/03/24 – Council – Minute No. – 134 – Council Property / Community Projects / Burial Grounds	
	Penclawdd Playground	ONGOING Councillor Adam Woolliscroft and the Clerk negotiate the best prices for the Community Council.
	Crofty Playground Lease	ONGOING Awaiting confirmation of registration from Land Registry via solicitors.
4)	03/06/25 – Finance Committee – Minute No.11 – Property Maintenance Schedule, Capital Works Programme and Health & Safety Action Plan	
	<ul style="list-style-type: none"> Llanmorlais Changing Rooms – Llanmorlais Hall be asked to remove the remainder of the chairs / carnival equipment. Community Council files would also have to be moved to Penclawdd Community Centre. 	ONGOING
5)	03/06/25 – Events & Projects Committee – Minute No. – 7 – Projects	
	<ul style="list-style-type: none"> Hopscotch - A stencil was required to re-instate the hopscotch. A favour was owed to Jonathan Davis which would allow the hopscotch to be reinstated. The work was included into the GMC work programme. 	ONGOING



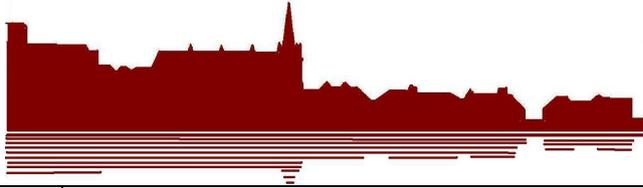
6)	02/09/25 – Finance Committee - Minute No.16 – Quarterly Discussion with the Grounds Maintenance Contractor	
	<ul style="list-style-type: none"> Marking tennis courts. The work was included into the GMC work programme. 	ONGOING
	<ul style="list-style-type: none"> Fencing at Llanmorlais Tennis Courts. A quotation would be forwarded. 	ONGOING
7)	07/10/25 – Events & Projects Committee – Minute No.12 – Events & Projects Report – Penclawdd Playground / Foreshore Car Park	
	<ul style="list-style-type: none"> Surface within the Playground - Areas were very bare due to the usage. Some areas also required more soil due to dips appearing when the ground settled. 	ONGOING Repair work would be undertaken early in Spring 2026.
8)	07/10/25 – Events & Projects Committee – Minute No.12 – Events & Projects Report – Community Shed / Woodland Project	
	<ul style="list-style-type: none"> School equipment - To be stored in metal cabinet. 	ONGOING
9)	07/10/25 – Events & Projects Committee – Minute No.12 – Events & Projects Report – Parc Dan Y Graig	
	<ul style="list-style-type: none"> Steps into new changing / officials' rooms. 	ONGOING
10)	16/10/25 – Council – Minute No.63 – Community Reports – Police Report	
	<ul style="list-style-type: none"> The issue of parking on pavements, particularly around Parc Dan Y Graig during games, was highlighted. It was proposed that a joint Police / Council letter be forwarded to the football authorities, requesting that they filter the information to relevant clubs. 	ONGOING
11)	16/10/25 – Council – Minute No.64c – Clerks Reports – Correspondence	
	<ul style="list-style-type: none"> Mid & West Wales Fire Authority – Training - training be organised in the New Year. 	ONGOING
	<ul style="list-style-type: none"> Estuary Players – Shipping Container Request - the request be approved subject to the container being sited adjacent to the current containers next to the playing field entrance. 	ONGOING Request approved – Estuary Players to keep the Clerk updated / provided relevant insurance policy.
	<ul style="list-style-type: none"> Llanmorlais Hall – Wedding request – 11/07/26 - Request approved subject to the relevant insurance cover being provided. 	ONGOING Request approved and relevant insurance policies to be confirmed.
12)	16/10/25 – Council – Minute No.66 – Council Property / Community Projects / Burial Grounds	
	<ul style="list-style-type: none"> Parc Hendy Cemetery – The Clerk reported that a resident had highlighted that a grave was crumbling and was impacting upon their relative's grave. The Chair and the Clerk investigate further. 	CLOSED – Quotations provided.
	<ul style="list-style-type: none"> Defibrillator at Crofty Industrial Estate – following a recent incident, the lack of a defibrillator in the Industrial Estate was highlighted. Further discussions were required. 	ONGOING
	<ul style="list-style-type: none"> Noticeboard at Crofty Supermarket – The Clerk would discuss further with Chris Hopkins and report to the next meeting. 	ONGOING – Request made to Community Shed.
	<ul style="list-style-type: none"> Weeds at Dan Y Graig – Lesley James had also complained about weeds on her fence. The Clerk would highlight to Jonathan Davis. 	CLOSED – Quotation resubmitted.



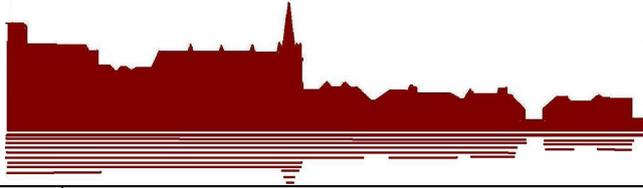
13)	16/10/25 – Council – Minute No.67 – Swansea Council Matters	
	<ul style="list-style-type: none"> Access to Parc Dan Y Graig – Several parents of younger children had complained that their children did not have access to the football field. It was highlighted that the gate was locked due to some residents taking their dogs onto the pitch. The option of parents opening and locking the gates was discussed. Further discussions were required. 	ONGOING
14)	07/11/25 – Finance Committee – Minute No. – 34 – Property Maintenance Schedule, Capital Works Programme and Health & Safety Action Plan	
	<ul style="list-style-type: none"> Skateboard area at Llanmorlais – The current state of the surface was discussed, including the possibility of laying a temporary surface. Councillor Andrew Williams be requested to seek further advice on the options available. It was added that if the surface was not safe, the equipment and surface should be removed. 	ONGOING
	<ul style="list-style-type: none"> Land Opposite Graig Y Coed – Swansea Council be approached concerning the options available. 	ONGOING – Email sent.
15)	20/11/25 – Council – Minute No. – 73 - Public Question Time	
	Matthew Tucker, Penclawdd AFC attended the meeting to ask for support in respect of the following: -	
	<ul style="list-style-type: none"> Crowdfunding Project at Parc Dan Y Graig – The Crowdfunding window had now closed with just over £6,000 raised and as agreed at the previous meeting, the Community Council was requested to cover the cost of the pitch barriers. It was noted that 3 quotations in respect of supply and installation would be required if the Community Council was covering the costs. Resolved that the Clerk proceeds with obtaining the necessary quotations. 	ONGOING Work to be completed in February / March 2026.
	<ul style="list-style-type: none"> Painting Football Pavilion (internally and externally) – The Community Council pays for the paint / painting equipment and Penclawdd AFC carries out the works. 	ONGOING
16)	20/11/25 – Council – Minute No. – 75a – Accounts for Payment - Quotations	
	<ul style="list-style-type: none"> Double gates / single gate at Graig Y Coed Woodland entrance and kissing gate at Graig Y Coed leading to path up the Graig – Noted that the grant application had been successful. 	ONGOING To be installed in February / March.
17)	20/11/25 – Council – Minute No. 78 – Swansea Council Matters	
	<ul style="list-style-type: none"> Footpaths – Footpath LH78 – It was reported that the fence post at the end of the footpath was rotten. As the land is unregistered, the Clerk was requested to ask Jonathan Davis to assist, if possible. 	ONGOING
18)	05/01/26 – Finance Committee – Minute No. 40 – Quarterly Discussion with the Grounds Maintenance Contractor – Quarter 3 2025-26	
	<ul style="list-style-type: none"> Christmas Trees – They had just been removed from the Memorial Gardens and Zoar Chapel, Crofty. JD added that the lights at the Memorial Gardens would be replaced due to the plug being too long for the new control box which was installed in November. This was allowing moisture into the box. JD would ask RAWELEC to alter the lights for next year. 	ONGOING - Action: RAWELEC to provide a quotation for the lights.
	<ul style="list-style-type: none"> Stock fencing at Graig Y Coed – The stock fencing either needed removal / replacement and would be checked regarding its current condition. 	ONGOING The fencing has been checked and it cannot be salvaged. The options to remove / replace need to be discussed.



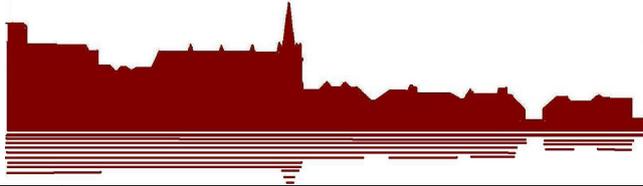
	<ul style="list-style-type: none"> Woodland Project – Options which could be used to attract snakes and other reptiles were discussed. 	ONGOING - Action: The Clerk would look into the different options available / seeks advice from Swansea Council. Swansea Council will be completing a survey and will forward a report for discussion.
19)	15/01/26 – Council – Minute No. 87a – Accounts for Payment	
	<ul style="list-style-type: none"> Quotation 1 – the verbal quotation for emergency repair work at Penclawdd Rugby Pavilion for £100 provided to the Chair by Penclawdd Forge, be approved. 	ONGOING
	<ul style="list-style-type: none"> Quotation 4 – the quotation for £12,387.52 provided by Jonathan Davis, recommended for approval by the Finance Committee, for the Supply & Fitting of Pitch Barriers at Parc Dan Y Graig, be approved (Noted that Penclawdd AFC would also be contributing towards the costs). 	ONGOING
	<ul style="list-style-type: none"> Quotation 5 – the quotation for £897.87 plus VAT provided by Jonathan Davis for the installation of ACO drainage channels to Llanmorlais Hall Car Park, be approved. 	ONGOING
	<ul style="list-style-type: none"> Quotation 8 – the quotation received in respect of clearing vegetation from the fence at Parc Dan Y Graig, be placed on hold. 	ONGOING
	<ul style="list-style-type: none"> Quotation 11 – the quotation for £160 plus VAT provided by Edge IT to increase the finance band from band 4 to band 5, allowing up to £500k of income per annum, be approved. 	CLOSED
20)	15/01/26 – Council – Minute No. 89 – Council Property / Community Projects / Burial Grounds	
	<ul style="list-style-type: none"> Foreshore Car Park – The Clerk updated the Council regarding the ongoing legal action and added that there would be a court hearing on 3rd March 2026. 	CLOSED – Court hearing held and the equipment had been removed.
	<ul style="list-style-type: none"> Additional Parking on Benson Estates Land - the Clerk be given authority to negotiate a lease / planning permission / progress with Benson Estates. 	ONGOING
	<ul style="list-style-type: none"> Memorial Gardens – Councillor Leanne Davies proposed that the Council considers installing a bandstand within the Memorial Gardens to allow events to be held. Councillor Melissa Roberts also proposed that a flagpole also installed at the Memorial Gardens. The items be included on the 5-year capital programme managed by the Finance Committee. 	CLOSED – Added to 5-year capital programme.
	<ul style="list-style-type: none"> Station Platform – Councillor James Matthews proposed that the Council considers installing some form of ceramic style tiles depicting a historical scene relating to the area. Further research be undertaken and the issue be discussed at a future meeting. 	ONGOING
21)	15/01/26 – Council – Minute No. 90 – Swansea Council Issues	
	<ul style="list-style-type: none"> Blocked gulleys – Councillor Leanne Davies highlighted blocked gulleys and the poor road surface at the Rhallt, Llanmorlais. The Ward Member would report the gulleys to Highways. 	ONGOING
	<ul style="list-style-type: none"> Planning - Councillor Melissa Roberts requested an update regarding the bricked-up windows at the Bellevue Studios, Bellevue, Penclawdd. The Ward Member would seek a 	ONGOING



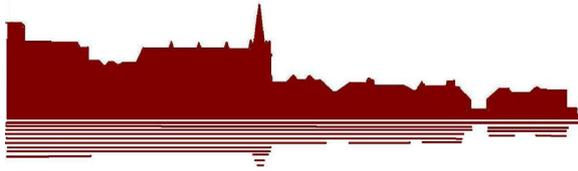
	progress update.	
22)	12/02/26 – Council – Minute No. 96 – Public Question Time	
	<ul style="list-style-type: none"> Matthew Tucker, Penclawdd AFC attended to meeting to seek the support of the Community Council to further improve the facilities and provided an update on improvements to the old changing rooms at Parc Dan Y Graig. <p>He outlined that the improvements would include a 50-seater stand, incorporating disabled facilities, which would also require a concrete base, two 14-seater dugouts and a concrete path. It was added that the stand would require planning permission.</p>	ONGOING The Clerk and Penclawdd AFC representative progress the project.
23)	12/02/26 – Council – Minute No. 98 – Completion of Audit of Annual Returns 2021/2022, 2023/2024 and 2024/2025 – Audit Wales	
	<ul style="list-style-type: none"> An Action Plan be produced to address the comments made in the reports. 	ONGOING
24)	12/02/26 – Council – Minute No. 99 – Reports of the Clerk - Quotations	
	<ul style="list-style-type: none"> Hanging baskets 2026 – Additional planter at Riverside – The Council proceeds with adding the additional hanging basket to the order with Swansea Council. 	CLOSED – Amended quotation provided.
	<ul style="list-style-type: none"> Removal of ivy from fence at Parc Dany Graig and treatment of the roots – an additional 2 quotations be sought. 	ONGOING
	<ul style="list-style-type: none"> Repair of grave at Parc Hendy Cemetery – An additional quotation be sought. 	ONGOING
	<ul style="list-style-type: none"> Removal / replacement of stock fencing at Graig Y Coed – 3 quotations be sought. 	ONGOING
25)	12/02/26 – Council – Minute No. 99 – Reports of the Clerk - Correspondence	
	<ul style="list-style-type: none"> H Howels – Request regarding Parc Hendy Cemetery. 	CLOSED – Request refused and invoice paid.
	<ul style="list-style-type: none"> Dunvant Bowls Club – Request to use the Bowling Green for the 2026 season. The Clerk discusses the request with Blue Anchor Bowls Clubs / the Grounds Maintenance Contractor and reports to the Finance Committee. 	CLOSED – Referred to Finance Committee.
	<ul style="list-style-type: none"> Swansea Rams Rugby League – Request to use Council facilities. The Clerk discusses the request with Penclawdd RFC / the Grounds Maintenance Contractor and reports to the Finance Committee. 	CLOSED - Referred to Finance Committee.
	<ul style="list-style-type: none"> S Monger – Request for disabled parking spaces at the Foreshore Car Park. The Clerk responds, outlining the current position in respect of the Foreshore Car Park. 	CLOSED – Completed.
26)	12/02/26 – Council – Minute No. 99 – Reports of the Clerk - Local Government Pension Scheme Discretions Policy	
	<ul style="list-style-type: none"> The Community Council's Local Government Pension Scheme Discretions Policy, provided at Appendix A, is approved. The Policy is published on the Community Council website. 	CLOSED – Action completed
27)	12/02/26 – Council – Minute No. 101 – Council Property / Community Projects / Burial Grounds	
	<ul style="list-style-type: none"> Land at Llanmorlais Cross – The possibility of purchasing the land was discussed. The Clerk sought the authority to negotiate with the landowners. It was also proposed that the landowners name be used to name the site, if it was purchased. The Clerk be given the authority to contact the landowner to progress matters. 	ONGOING – Owners contacted.



28)	03/03/26 – Personnel Committee – Minute No. 23 – Personnel Matters	
	• The Clerk be paid for 62 hours overtime worked	CLOSED
	• The Clerk be allowed to carry over 5 days leave (37 hours) to the new leave year, which commences on 1st April 2026.	CLOSED
	• The Clerk and Chair sign the completed appraisal form.	CLOSED
	• The two additional training topics discussed be added to the training programme.	CLOSED
29)	03/03/26 – Finance Committee – Minute No. 52 – Quarterly Discussion with the Grounds Maintenance Contractor – Quarter 3 2025-26	
	• Llanmorlais Recreation Ground - JD to provide a quotation to clear the run-off ditch.	ONGOING
	• Fly-tipping - The Clerk requests that a second bin is reinstalled at the Foreshore Car Park, which is lockable, with a small opening for litter only.	ONGOING
	• Foreshore Car Park - JD to provide a quotation for redressing the areas of the car park discussed and for clearing the western end of the car park. The Clerk is to place notices on the remaining equipment asking for it to be removed	ONGOING
	• St Gwynour's Cemetery - JD to provide a quotation to prepare the ground to seed wildflowers.	ONGOING
	• Memorial Gardens – A new plinth was required to hold the wreaths on the Memorial stone. The Clerk to investigate the options available.	ONGOING
	• Metal door at Bowls Pavilion – This would require repair. JD to provide quotation in respect of the repair.	ONGOING
30)	03/03/26 – Finance Committee – Minute No. 54 – Financial Report	
	• Councillor Paul Tucker would contact Penclawdd Forge regarding the required work at Penclawdd Rugby Pavilion.	ONGOING
	• The amended quotation for £7,075.00 including VAT was agreed and will be reported to Council with a recommendation of approval.	ONGOING
	• Quotation A for 5m aluminium socketed posts for £1,512.00 plus £1,343.20 plus VAT for fitting new rugby posts at Graig Y Coed, be recommended to Council for approval.	ONGOING
	• The quotations for the base of dugouts, base of spectator stand and installation of concrete path at Parc Dan Y Graig be presented in a table format to the Council meeting on 19th March 2026.	ONGOING
31)	03/03/26 – Finance Committee – Minute No. 55 – Items Referred to the Finance Committee by Council	
	• Duvant Bowls Club - the Clerk requests that Blue Anchor Men provide their feedback before the Council meeting on 19th March 2026.	ONGOING
	• Swansea Rams Rugby League - 1) the Clerk informs Swansea Rams that the Council facilities were not available this summer due to additional costs to maintain all of the Councils grounds, which will cost approximately £4,000, that it would not be economical for the Rams to use the facilities this season. Furthermore, the impact of these additional costs would not be covered by the fees the Council charges for the period.	CLOSED



	2) the impact of these additional costs would not be covered by the fees the Council charges for the period. 3) the Council is fully prepared to consider an application from Swansea Rams to use the facilities in 2027.	
32)	03/03/26 – Finance Committee – Minute No. 56 – Grants & Donations	
	<ul style="list-style-type: none"> the request made by North Gower Food Bank for £500 be agreed and forwarded to Council for approval. 	ONGOING
	<ul style="list-style-type: none"> the Clerk investigates prices for the cost of installation / supply of Wi-Fi at Penclawdd Community Centre. 	ONGOING
33)	03/03/26 – Finance Committee – Minute No. 58 – Property Maintenance Schedule, Capital Works Programme and Health & Safety Action Plan	
	<ul style="list-style-type: none"> the Clerk arranges for an electrician to investigate the faulty emersion heater at Penclawdd Recreation Ground. 	ONGOING
	<ul style="list-style-type: none"> the Clerk discusses with Swansea Council the options in respect of fly-tipping at Mount Hermon Car Park. 	ONGOING



Item No. 8a

Report of the Finance Committee

Council – 19th March 2026

Grants & Donations

1. Introduction

This report outlines the Community Council powers to make grants, donations, and payments. A new Grants and Donations Policy was agreed in March 2025 and for guidance, is attached at **Appendix A**.

2. Grants Awarded

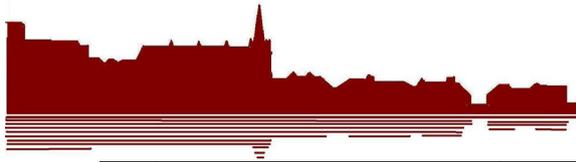
4 organisations were awarded the following funding in November 2025: -

Organisation	Amount	Act
Urdd Gobaith Cymru	£250	Local Government (Miscellaneous Provisions) Act 1976, s19
Wales Air Ambulance	£250	Local Government (Miscellaneous Provisions) Act 1976, s19
Friends of Penclawdd Primary School	£140	Power of Well-being (Local Government Act 2000)
Community Shed	£500	Power of Well-being (Local Government Act 2000)

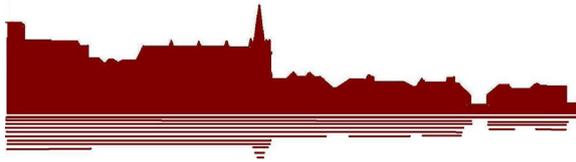
3. Powers Available

The Community Council can make grant awards under the following: -

a)	Section 137(4) (A) of the Local Government Act 1972	Section 137(1) of the 1972 Act permits each Community or Town Council to spend on activities for which it has no other specific powers if the Council considers that the expenditure is in the interests of, and will bring direct benefit to, the area or any part of it, or all or some of its inhabitants, providing that the benefit is commensurate with the expenditure. Community and Town Councils are also permitted under section 137(3) to incur expenditure for certain charitable and other purposes. Often referred to as the “Power of last resort”, when there are no other powers available to incur expenditure, but where the
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		Council can justify its use in benefitting all or some of the inhabitants or the area.
b)	Power of Well-being (Local Government Act 2000)	<p>The Power of Well-being gives all Community Councils in Wales the power to do anything they consider is likely to achieve any one or more of the following objectives:</p> <ul style="list-style-type: none"> i) The promotion or improvement of the economic well-being of their area. ii) The promotion or improvement of the social well-being of their area. iii) The promotion or improvement of the environmental well-being of their area. <p>The power may be used in relation to or for the benefit of i) the whole or any part of the Community Council's area, or ii) all or any persons resident or present in its area.</p> <p>Section 2(5) of the Local Government Act 2000 enables a Community Council to use the Power of Well-being to do anything in relation to, or for the benefit of, any person or area situated outside its area if it considers that it is likely to achieve any one or more of the above.</p>
c)	Local Government (Miscellaneous Provisions) Act 1976 s.19.	Grants or Donations to Organisations that provide Recreational Facilities in or outside the Council's area.
	Summary of Powers	<p>Should the Council determine to make any payments then it should always seek to state the specific power under legislation that it is relying on to make the payment. If the expenditure is under Section 137 of the Local Government Act 1972 or under the Power of Well-being (Local Government Act 2000) then its subject to a maximum spend of £11.10 per elector in 2025-2026.</p> <p>If any grants / donations are agreed, the Finance Committee will recommend to Council a list for approval. The decision to award grant money will be made by the Community Council and that decision shall be final.</p>



4. Remaining Budget

The following 2025/26 budget remains for grants / donations: -

Type of Grant	Budget	Balance
Local Government (Miscellaneous Provisions) Act 1976 s.19. donations	£500	£0
Power of Well-being (Local Government Act 2000)	£5,000	£4,360
Section 137	£0	£0

5. Applications Received

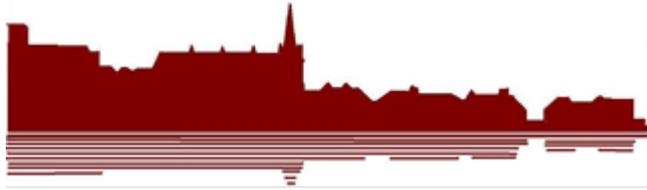
A report was presented to the Finance Committee on 3rd March 2026. The Committee discussed the one application received.

Recommendation: -

It is recommended that the following be approved: -

- 1) Grants be made to the following under the Power of Well-being (Local Government Act 2000): -
 - £500 – North Gower Food Bank.

Jeremy Parkhouse
Clerk to Llanrhidian Higher Community Council
7th March 2026



Grants and Donations Policy

1. Introduction

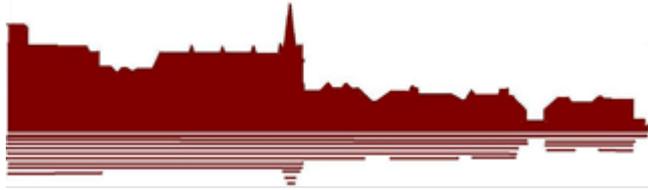
- 1.1 Section 137 of the Local Government Act 1972 provides the Council with the power to give grants to Organisations for the direct benefit to the community.

2. Budget Setting for Grants & Donations

- 2.1 The maximum sum set aside each financial year for grants & donations, shall be agreed annually at the Council meeting in which the precept is set.
- 2.2 All applications must be made in writing (preferably via email) and submitted to the Clerk.
- 2.3 All donation applications must be decided by Council.
- 2.4 The Council must satisfy itself that the donation will benefit the area and a significant number of residents. Ideally there should be clear evidence of local need or demand for the proposed activity.

3. Applications & Supporting Documentation

- 3.1 Each application must be accompanied by supporting documents:
- Summary of the applicant's accounts for the last financial year.
 - Details of the applicant's organization, Committee, and meeting structure, appointed officers, etc. Councillors must feel confident that appropriate management mechanisms and financial controls are in place within the applicant's Organization.
 - Other funding sources applied for in relation to the donation concerned.
- 3.2 If the donation requests received exceed the donation monies available in a financial year, then Councillors will target donations which benefit as many people as possible within the Community.
- 3.3 Council shall consider Requests for Grants or Donations shall be considered on a four-monthly basis.

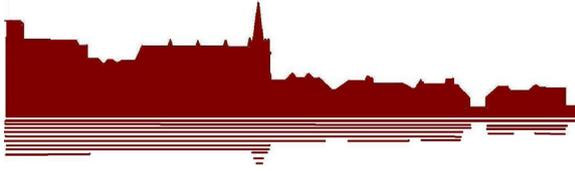


4. Donations Conditions

- 4.1 Donations will not normally be awarded to individuals.
- 4.2 Donations will not be made retrospectively.
- 4.3 Donations will not be awarded to fund activities of a political nature, nor activities considered to be the responsibility of the Principal Authority.
- 4.4 Donations will not be awarded to organisations that make, or attempt to make, profit for the benefit of members or owners over and above revenue expenditure, e.g., running costs, staff costs, premises maintenance and general overheads.
- 4.5 Organisations applying for a donation should be properly constituted, with appointed officers.
- 4.6 Donations will be awarded on the assumption that other sources of income have been sought.
- 4.7 Any donation application received after setting of the precept for the year may not be considered.
- 4.8 Donations will only be considered accompanied by sufficient and appropriate documentation which may require inclusion of financial records. If there is insufficient documentary evidence the application will not be considered.
- 4.9 If the organisation / body is unable to use the donation for the stated purpose, monies must be returned to the Council.
- 4.10 The donation must be used for the purpose for which the application was made.

5. No Right of Appeal against the Council's Decision

- 5.1 All donations are awarded at the Community Council's discretion. The Council's decision is final and there is no right of appeal.



Item No. 9

Council – 19th March 2026

Council Property / Community Projects / Burial Grounds

1. Dan Y Graig

The internal and external of the old changing rooms will be painted by Penclawdd AFC volunteers. The Community Council has agreed to cover the cost of materials.

Penclawdd AFC volunteers identified potential grant funding and attended the meeting on 12th February 2026 to outline their proposals. The project is ongoing. A quotation is awaited from a planning agent.

2. Parc Hendy Cemetery

The surveyor's updated design was approved in September 2023. Drainage work to the new burial area and the repair of the top boundary wall have been added to the Council's 5-year capital projects plan.

A resident has asked for a solution to a damaged grave which is sliding down the hill and is destabilising their ancestors grave which is adjacent to the damaged grave. The family of the damaged grave cannot be traced. The Clerk presented quotations for discussion to the Council meeting on 12th February 2026, where Councillors requested that an additional quotation be sought.

3. Foreshore Car Park / Penclawdd Playground

A County Court Judgement has been obtained in respect of the boating equipment in the car park. The Clerk attended the Court Hearing on 3rd March 2026, where the Court found against Mr Beck and ordered him to remove his equipment and awarded costs against him of £10,000. The Clerk has been tasked with placing notices on all remaining equipment requesting it be removed

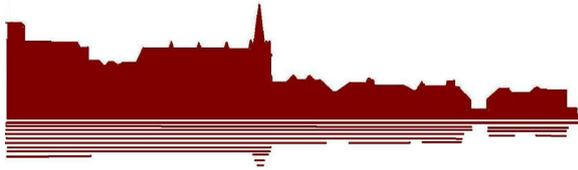
Further discussions are also needed regarding organising alternative parking for cockle gatherers. A response from Benson Estates is awaited.

4. Memorial Gardens

The noticeboard is in a poor state of repair owing to a broken seal / lock following storm damage.

5. Recreation Ground / Bowls Green

The French drain on the bank side of the rugby pitch will be monitored for the next year. The new fencing at the Greenacres access to the ground has been installed.



The quotation to redress the roadway running from the Rugby Club car park to the Bowls Pavilion car park was approved and is included in the Ground Maintenance Contractor's work programme.

The Council is awaiting a response from Blue Anchor Men regarding the request by Dunvant Bowls Club to use the green throughout the season on a Wednesday evening. **For Decision**

6. Crofty Playground

The 25-year lease has been signed and forwarded to Tonner, Johns and Ratti Solicitors for completion with the Land Registry. The delay with the Land Registry has taken significant time.

7. Llanmorlais Changing Rooms / MUGA / Recreation Ground

A replacement door is required for the storage shed next to the changing rooms. The additional drainage work in the car park will be monitored over the next year. The carnival equipment / chairs need to be moved into storage containers.

The Community Council files need to be moved to Penclawdd Community Centre.

8. Mount Hermon Cemetery & Car Park

A request has been received to repair a bench in the graveyard in memory of a family member. This was approved and would be arranged by the family who requested to complete the work.

The fly-tipping at Mount Hermon Car Park has been removed.

9. Graig Y Coed

New roller shutters were installed for the storage area and kitchen at the Pavilion. The Community Shed are in the process of storing wood behind the shutters in the changing rooms. A building surveyor is required to assess the building, particularly the kitchen area.

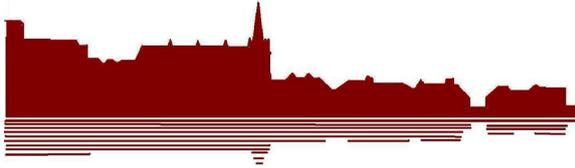
10. Defibrillators

NHS have been checking defibrillator units and queried the units at the Memorial Gardens and Llanmorlais Recreation Ground. The new units at Memorial Gardens and Llanmorlais Hall have been installed, with bleed kits included.

11. Risk Inspections

The Council Contractor undertakes risk inspections prior to work on all sites and has completed weekly forms in respect of the Council's playgrounds.

Councillors are to check sites under their responsibility on a regular basis. The Finance Committee monitors the Council's risks on a quarterly basis.



12. Graig Y Coed Woodland Project / Community Shed

The Shed have used the shutters within the changing rooms for wood storage. The ceiling of the Shed has also been spray painted to prevent condensation.

13. Asset Transfer Request – Layby opposite Graig Y Coed

No progress has been made on the asset transfer of the land. The Clerk has contacted Swansea Council for an update.

14. Dunraven / Quarry at Victoria Road

The Clerk has instructed the Council's solicitors to register the land at Dunraven and the Quarry with the Land Registry.

15. Land at Llanmorlais Cross

The Clerk has contacted the owner of the land regarding the Community Council purchasing the land. A response is awaited.

Jeremy Parkhouse

Clerk to Llanrhidian Higher Community Council

7th March 2026

Item No. 10

Council – 19th March 2026

Swansea Council Issues

1) Report of the Penclawdd Ward Member – Swansea Council.

Report of Councillor Andrew Williams, Pen-clawdd Ward Member on Swansea Council on issues dealt with since the previous Community Council meeting: -

1)	I have attended all routine meetings including Council and Cabinet.
2)	I have met with the Local Area Co-ordinator (LAC) to discuss local issues.
3)	The Llanmorlais sign has been moved slightly for precautionary safety.
4)	CWOTS team have cleaned weeds and debris from Waun Y Felin and the pavement out of Penclawdd towards Gowerton.
5)	Unfortunately, Penclawdd Primary School cancelled the visit to the Guildhall due to staff illness. The visit will be rearranged in the near future.
6)	Additional Estuary Pickers volunteers have been supplied with litter picking equipment.
7)	Additional signs have been erected outside Penclawdd Community Centre to remind dog walkers to clean up after their dogs. The fine for not complying remains at £1000 and the Environment Health Team, Swansea Council have been informed of the ongoing issues.
8)	A number of potholes have been reported and repairs have been completed.
9)	I inspected the road up to Penuel, Llanmorlais and requested that the Highways Area Manager does the same. He has reported a number of areas that need improvement work.
10)	Work on Hendy Cottage, Blue Anchor Hill has finally been completed.
11)	I have complained to Swansea Council officers regarding some issues with the 116-bus service which constituents have highlighted.

2) Planning Applications.

Pen-clawdd Ward planning applications were circulated in the weekly list.

3) Footpaths, Cycle Paths and Bridleways.

No report.

7th March 2026