

To: All Members of Llanrhidian Higher Community Council

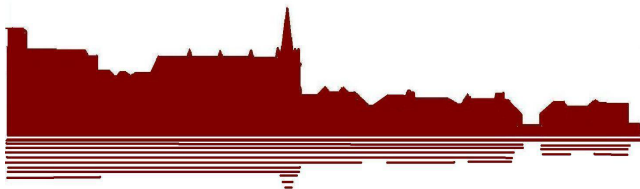
Dear Councillor,

You are hereby summoned to attend the MEETING of LLANRHIDIAN HIGHER COMMUNITY COUNCIL to be held at 7.00 p.m. on Thursday, 15th January 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 20 th November 2025.	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.	Budget Report 2026/27.	12-19
8.	Reports of the Clerk.	
a)	Accounts for Payment / Quotations.	20-25
b)	Correspondence.	26
c)	Work Plan 2025/2026.	27-29
d)	Community Council Action Tracker.	30-37
9.	Committee / Working Group Reports – None.	
10.	Council Property / Community Projects / Burial Grounds.	38-40



Llanrhidian Higher Community Council
Cyngor Cymuned Llanrhidian Uchaf

11.	City and County of Swansea Issues.	41
	a) Report of the Pen-clawdd Ward Member.	
	b) Planning Applications for Consideration.	
	c) Footpaths, Cycle Paths and Bridleways.	
12.	Reports of Delegate's on Outside Bodies. (Verbal)	
	Next Meeting: - Council Meeting at 7 p.m. on Thursday, 12 th February 2026 at Penclawdd Community Centre.	
	<i>Jeremy Parkhouse</i>	

Jeremy Parkhouse - Clerk to the Community Council
8th January 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.

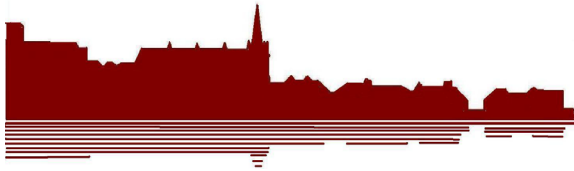
1. If you have a **Personal Interest** as set out in **Paragraph 10** of the Code, you **MAY STAY, SPEAK AND VOTE** unless it is also a Prejudicial Interest.
2. If you have a Personal Interest which is also a **Prejudicial Interest** as set out in **Paragraph 12** of the Code, then subject to point 3 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, 20th November 2025 at 7.00pm.

Present: Councillor Paul Tucker (Chair) presided

Councillors: Russell Garrington, Sarah Hughes, Mike Sheehan, Andrew Williams and Adam Woolliscroft

Officers: Jeremy Parkhouse - Clerk to the Community Council

Also Present: Terry Snell – Community Shed,
Matthew Tucker – Penclawdd AFC

69. Apologies for Absence

Apologies for absence were received from Councillors Huw Davies, Leanne Davies, James Matthews and Melissa Roberts.

70. Disclosures of Personal and Prejudicial Interests

In accordance with the Code of Conduct adopted by Llanrhidian Higher Community Council, the following interests were declared: -

Councillor Adam Woolliscroft declared a personal interest in Minute No. 76b - Grants & Donations and the Clerk declared a personal & prejudicial interest in Minute No. 75a Reports of the Clerk – Accounts for Payment.

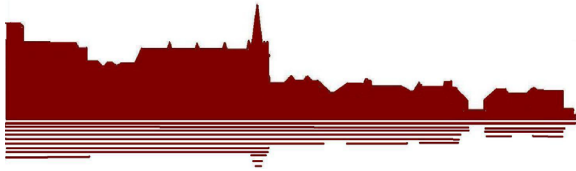
71. Minutes

Resolved that the Minutes of the meeting held on 16th October 2025 be approved and signed as a correct record.

72. Chairs Announcements

The following announcements were made: -

- Condolences – The Chair stated that a minute silence had been observed in respect of Raymond Williams, father of Councillor Andrew Williams at Personnel Committee. He sent the best wishes of the Community Council to Councillor Andrew Williams and his family.
- Thanks to the Clerk – The Chair expressed his thanks to the Clerk for producing the papers for the Council meeting and for the Remembrance Sunday Service, particularly during a period of family illness.



73. Public Question Time

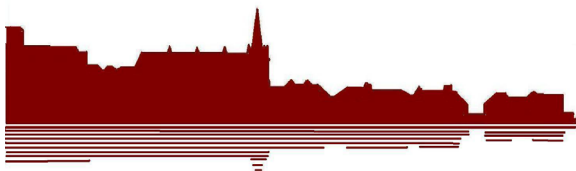
- 1) Terry Snell, Community Shed attended the meeting to ask for support in respect of the following: -
 - Signage – Additional signage was needed at the Community Shed, to include the Man Shed's logo. Signage was also needed by the main road to highlight the Shed. The Community Council were happy that the Community Shed would proceed with making the appropriate signage.
 - Storage – It was highlighted that there was a shortage of storage areas at the Community Shed. The Clerk added that a storage option was also needed in respect of the Woodland Project tools. The Chair and Clerk would meet Terry Snell at the Community Shed to progress matters.
 - SA4 Magazine – It was highlighted that the Community Shed would be advertised in the SA4 Magazine.
 - Bank Account – It was stated that a bank account had finally been opened by the Community Shed and all the help provided was appreciated.
- 2) Matthew Tucker, Penclawdd AFC attended the meeting to ask for support in respect of the following: -
 - 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.
 - Painting Football Pavilion (internally and externally) – **Resolved** that the Community Council pays for the paint / painting equipment and Penclawdd AFC carries out the works.
 - Camera / Support Pole – It was explained that the Football Club wished to purchase an AI camera to film matches and requested the permission of the Community Council to proceed with the project. Councillor Andrew Williams would initially establish if planning permission was required. **Resolved** that the project be supported, subject to the requirement for planning permission / no planning permission required, being established.

74. Community Reports

There were none.

75. Reports of the Clerk

The Clerk reported the following:



a) Accounts for Payment

- The accounts for payment were provided at Appendix A of the report.

The following were also highlighted:

Additional Income

- a) £150 – Memorial Permit (Resident)
- b) £150 – Memorial Permit (Resident)
- c) £150 – Memorial Permit (Resident)
- d) £400 – Additional inscription / Permit (Resident)
- e) £210 – Cremated remains in a grave (Non-Resident)
- f) £170 – Memorial Permit (Non-Resident)

Additional Payments

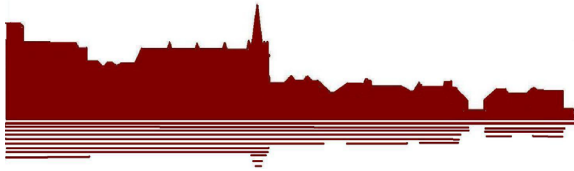
- a) £138.59 – H Williams – Tools for Community Shed
- b) £34.10 – Crofty Supermarket & Post Office – Postage

Quotations

	Quotation Details
1.	Shutters at Graig Y Coed Pavilion.
2.	Double gates / single gate at Graig Y Coed Woodland entrance and kissing gate at Graig Y Coed leading to path up the Graig.
3.	Repair work at Rugby Pavilion.
4.	Plumbing works required following annual inspection.
5.	Emergency work to entrance gates at Graig Y Coed football and rugby pitches.
6.	Hanging Baskets 2026.
7.	WIFI at Penclawdd Community Centre.

Resolved that:

- 1) The payments / additional payments / amendments be approved.
- 2) The payments paid since 16th October 2025 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) Quotation 1 – The Finance Committee recommended that the quotation for £2,820 provided by Lakeside Security Ltd be approved. **Resolved** that the quotation be approved.
- 7) Quotation 2 – Noted that the grant application had been successful.
- 8) Quotation 3 – Awaiting quotation.
- 9) Quotation 4 – Awaiting quotation.



- 10) Quotation 5 – **Resolved** that the quotation for £672 (including VAT) provided by Jonathan Davis, be approved.
- 11) Quotation 6 – **Resolved** that the quotation for £6,875 (including VAT) provided by Swansea Council, be approved and the Clerk seeks additional options to be provided in the Llanmorlais Ward.
- 12) Quotation 7 – WIFI at Penclawdd Community Centre – This would have to be considered by Penclawdd Community Centre Committee.

2) To Monitor the Council Budget 2025-2026 and to Agree the Draft Council Budget 2026-2027

The Finance Committee presented the up-to-date budget spend for 2025-26 and the draft 2026-27, which was approved by the Committee at its meeting held on 11th November 2025.

The budget spends for 2025-2026 and the ongoing property maintenance requirements were highlighted.

The Clerk presented a draft budget for 2026/2027 which included a 3% increase to the precept. The additional staff salary and on costs in respect of increasing the hours of the Clerk were noted. Potential project spends in respect of the Foreshore Car Park and improving skateboarding facilities were considered, along with taking over the management of St Gwynour's Cemetery from the Church in Wales.

The Council discussed the budget information in detail, including the income / expenditure, level of reserves, ongoing and potential projects and grants / donations. The current level of reserves was also noted at £72,073.00

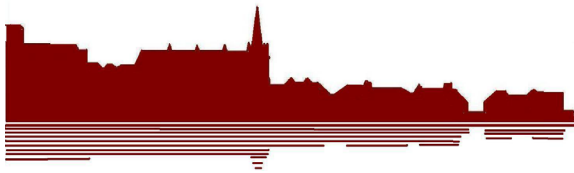
It was noted that the Committee would discuss the final detailed budget on 5th January 2026, prior to Council approval on 15th January 2026.

Resolved that: -

- 1) The draft budget, including a 3% increase to the precept, be approved.
- 2) The level of reserves be noted.

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:



	Details	Action / Comments
Additional Correspondence		
11.	Llanmorlais Hall – Issues relating to flooding at the entrance to the kitchen door were highlighted.	Resolved that the Clerk discusses the issue with Jonathan Davis and obtains a quotation to improve the car park drainage, if necessary.

d) Work Plan 2025/26

The Clerk reported the up-to-date Work Programme 2025-26 'for information'.

e) Community Council Action Tracker

The Community Council Action Tracker was provided 'for information'. All completed actions would be deleted. The following was discussed: -

- Social Gathering – Agreed to meet at Penclawdd RFC after the Council meeting in January 2026.

f) To Approve the Personal Data Retention Policy for Scheme Employers in the Local Government Pension Scheme

The Clerk presented a report which sought approval of the Community Council's Participating Employer Personal Data Retention Policy. The Community Council Policy was provided at Appendix C.

Resolved that: -

- 1) The Community Council's Participating Employer Personal Data Retention Policy provided at Appendix C, be approved.
- 2) The Policy be published on the Community Council website.

76. Committee Reports – Finance Committee

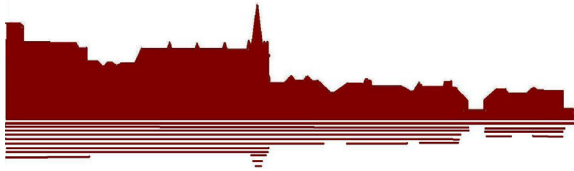
a) Burial & Cremation Charges 2026

The Finance Committee presented a report which sought the approval of the Burial & Cremation Charges 2026. The proposed charges for 2026 were provided at Appendix A.

Resolved that the Burial & Cremation Charges 2026 provided at Appendix A, be approved.

b) Grants & Donations

The Finance Committee presented a report which sought the approval of the Grants & Donations considered at its meeting held on 11th November 2025.



Resolved that: -

- 1) Donations be made under the Local Government (Miscellaneous Provisions) Act 1976, s19 to the following organisations: -
 - £250 - Urdd Gobaith Cymru.
 - £250 - Wales Air Ambulance.
- 2) Grants be made to the following under the Power of Well-being (Local Government Act 2000): -
 - £140 – Friends of Penclawdd Primary School.
 - £500 – Community Shed.

77. Council Property / Community Projects / Burial Grounds

The Clerk presented a report regarding Community Council property, community projects and burial grounds. The following were discussed:

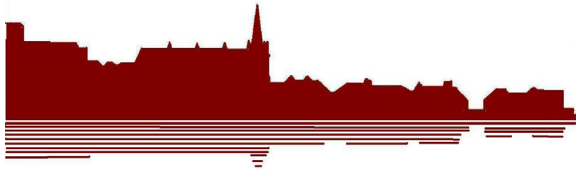
- Foreshore Car Park – The Clerk reported the potential costs of installing electricity within the car park. It was added that a camper van which was advertised for sale was being parked in the car park for long periods of time. **Resolved** that a notice be placed on the camper van requesting for it to be removed from the car park.

78. Swansea Council Matters

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:

- Flooding at Gowerton Road – It was hoped that the drainage work undertaken had cured the flooding issues.
- Flooding at New Road – It was noted that this was the first time that flooding had occurred on New Road. Highways had managed to unblock a gulley, which had hopefully cleared the problem.
- Cycle Track – Highways Inspectors had agreed to clean the cycle track and would use a mechanical digger to complete the clearance.
- Active Travel – The project to link the cycle track to Gowerton was still ongoing but progress was slow.
- Litter Picking – Had taken place from the Royal Oak to Crofty.
- The Hotspot Team had recently cleared weeds within Penclawdd. The Chair asked if the base of the seawall in Penclawdd could be cleared. The Penclawdd Ward Member would make enquiries.



b) Planning – the following applications were discussed: -

- 2025/1253 – Two freestanding illuminated signs at CK's Supermarket – the application had been refused.

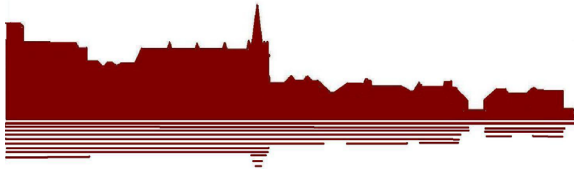
c) Footpaths – Footpath LH78 – It was reported that the fence post at the end of the footpath was rotten. As the land is unregistered, the Clerk was requested to ask Jonathan Davis to assist, if possible.

79. Outside Bodies

No reports.

The meeting ended at 8.36 p.m.

Chair



Item No. 7

Report of the Clerk

Llanrhidian Higher Community Council – 15th January 2026

Budget Report - 2026/27

1) Background

A community council must calculate its budget requirement for a financial year in accordance with Section 50 of the Local Government Finance Act 1992 and issue a precept to the billing authority. The billing authority collect the precept (charge) on behalf of town and community councils under Section 41 of the above Act.

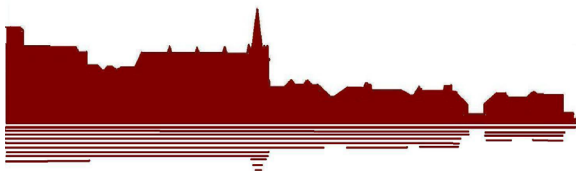
The City and County of Swansea has informed the Community Council that the Council Tax Base for Llanrhidian Higher has been calculated as 1,653 Band D equivalent properties. This figure has been calculated using the valuation lists provided by the valuation officer on 31st October 2025. In line with its terms of reference, the Finance Committee noted the progress made with the 2025-2026 budget and agreed the draft 2026-2027 budget, at its meetings held on 11th November 2025 and 5th January 2026. A more detailed draft budget was approved by the Finance Committee and this is attached for approval at Appendix A.

Precept payment dates for 2026/27 will be as follows: -

- 1/3 last working day of April 2026
- 1/3 last working day of August 2026
- 1/3 last working day of December 2026

The Community Council must notify the City and County of Swansea of the Precept for 2026/27 no later than 31st January 2026.

***Note:** - Whilst the precept is based upon Band D properties, residents pay both their Council Tax and the Community Town Council precept on a pro rata basis depending upon the valuation of their property from Bands A to I.



2) Budget Setting - 2026/27 Financial Year

External Auditors have previously highlighted that the Council had to formally note the level of reserves held by the Council. At present, the Community Council holds the following balances (7/01/2026): -

Account	Balance
Current Account	£66,214.62
Projects Account	£5,039.87
Reserve Account	£49,806.65
CCLA Account	£25,000.00
Total	£146,061.14

As part of the budget monitoring process, reports have been provided to all Community Council / Finance Committee meetings in order for income and expenditure to be monitored. The budget spends for 2025/26 were highlighted and noted by Council on 20th November 2025 and the Clerk also presented a draft budget for 2026/27 which including a 3% increase to the precept in order to present a balanced budget.

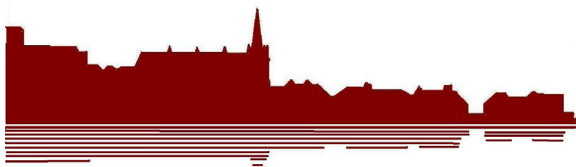
The Finance Committee and Council approved the draft 2026-2027 and noted the budget spend for 2025-2026 in November 2025.

The draft budget for 2026-2027 included a 3% increase to the precept. However, the Council Tax base received from Swansea increased the Band D properties from 1608 to 1653, which has made a difference to the original calculations of £5,150.70, if there is no change to the precept. The Council is asked to note the additional staff salary and on costs in respect of increasing the hours of the Clerk. Consideration should also be given to potentially increased by-election costs and possible project spends in respect of the Foreshore Car Park and improving skateboarding facilities, along with taking over the management of St Gwynour's Cemetery from the Church in Wales.

The Council are asked to consider the budget information, including the income / expenditure, level of reserves, ongoing and potential projects, grants / donations. It is proposed that £5,000 is held in earmarked reserves in respect of election costs. The current level of reserves is noted at £79,846.52.

The Finance Committee discussed the final detailed budget on 5th January 2026, prior to Council approval on 15th January 2026. The proposed 2026-2027 budget provided at Appendix A, which includes a 3% increase is based on 1653 Band D equivalent properties at £117.89. This gives a Precept of £194,872.17.

To assist the Council in making their decision, the figures below are provided as a guide to setting the precept for 2026-2027.



Percentage Increase	Price Per Band D Equivalent	Precept
0%	£114.46	£189,202.38
1%	£115.60	£191,086.80
2%	£116.74	£192,971.22
3%	£117.89	£194,872.17
5%	£120.18	£198,657.54
7%	£122.47	£202,442.91
10%	£125.90	£208,112.70

Recommendation: It is recommended that: -

- 1) The Budget figures for the remainder of 2025/26 be noted.
- 2) The levels of Reserves / Projects / CCLA accounts be noted.
- 3) The minimum level of Reserves be agreed at £50,000 for 2026/2027.
- 4) The Budget for 2026/2027 provided at Appendix A, be approved.
- 5) The Precept for 2026/2027 be increased by 3% to £117.89 per Band D Property, £194,872.17.
- 6) £5,000 is held in earmarked reserves in respect of election costs.
- 7) The City and County of Swansea be informed of the Precept figures by 31st January 2026.

Appendices: Appendix A – Budget 2026-2027.

Jeremy Parkhouse
Clerk to the Council
8th January 2026

Exp	Heading no	Committee	Description	Last year's net	2025/26	2026/27
<input type="checkbox"/>	100	Admin	Precept	£180,447.15	£183,263.76	£194,872.17
<input type="checkbox"/>	105	Admin	Refund of bank charges	£0.00	£0.00	£0.00
<input type="checkbox"/>	120	Admin	Bank Interest	£0.00	£0.00	£0.00
<input type="checkbox"/>	121	Admin	Bank Interest	£1,574.56	£1,500.00	£1,600.00
<input type="checkbox"/>	122	Admin	Bank Interest	£1,076.71	£120.00	£1,000.00
<input type="checkbox"/>	150	Admin	Grants received	£0.00	£0.00	£1,500.00
<input type="checkbox"/>	155	Admin	PWLB Loan	£0.00	£0.00	£0.00
<input type="checkbox"/>	200	Admin	VAT Refund	£53,218.99	£30,500.00	£30,000.00
<input type="checkbox"/>	250	Admin	Miscellaneous Income	£1,000.00	£6,000.00	£8,000.00
<input type="checkbox"/>	251	Admin	Miscellaneous Income - Current Account	£14,123.46	£8,000.00	£20,000.00
<input type="checkbox"/>	252	Admin	Miscellaneous Income - Projects Account	£362.50	£0.00	£1,000.00
<input type="checkbox"/>	300	Serv	Cemetery Income	£6,776.50	£13,000.00	£14,500.00
<input type="checkbox"/>	300/1	Serv	Parc Hendy Cemetery	£2,162.00	£8,000.00	£8,000.00
<input type="checkbox"/>	300/2	Serv	Mount Hermon Cemetery	£4,614.50	£5,000.00	£6,500.00
<input type="checkbox"/>	320	Serv	Wayleaves	£129.61	£129.00	£130.00
<input type="checkbox"/>	330	Serv	Recreation Grounds	£5,024.20	£6,150.00	£6,650.00
<input type="checkbox"/>	330/1	Serv	Penclawdd Rec	£1,100.30	£2,350.00	£1,450.00
<input type="checkbox"/>	330/1/1	Serv	Rugb Pitch	£287.80	£1,250.00	£450.00
<input type="checkbox"/>	330/1/2	Serv	Tennis Courts	£0.00	£0.00	£0.00
<input type="checkbox"/>	330/1/3	Serv	Bowls Pavillion & Green	£812.50	£1,100.00	£1,000.00
<input type="checkbox"/>	330/2	Serv	Llanmorlais Rec	£588.90	£1,300.00	£800.00
<input type="checkbox"/>	330/2/1	Serv	Rugby/Football	£588.90	£1,250.00	£800.00
<input type="checkbox"/>	330/2/2	Serv	Pavillion	£0.00	£50.00	£0.00
<input type="checkbox"/>	330/2/3	Serv	MUGA Lights	£0.00	£0.00	£0.00
<input type="checkbox"/>	330/3	Serv	Dan Y Graig Playing Field	£0.00	£1,000.00	£0.00
<input type="checkbox"/>	330/3/1	Serv	Football Hire	£0.00	£1,000.00	£0.00
<input type="checkbox"/>	330/4	Serv	Graig y Coed Recreation Ground	£35.00	£1,500.00	£400.00
<input type="checkbox"/>	330/4/1	Serv	Rugby Pitch	£35.00	£500.00	£300.00
<input type="checkbox"/>	330/4/2	Serv	Football	£0.00	£1,000.00	£100.00
<input type="checkbox"/>	330/5	Serv	All Sites - Annual Fees	£3,300.00	£0.00	£4,000.00
<input checked="" type="checkbox"/>	1001	Admin	Salaries	£34,672.85	£42,500.00	£60,500.00
<input checked="" type="checkbox"/>	1001/1	Admin	Salaries Net	£12,583.76	£26,000.00	£36,000.00
<input checked="" type="checkbox"/>	1001/2	Admin	Salaries PAYE	£13,692.53	£8,000.00	£12,000.00
<input checked="" type="checkbox"/>	1001/3	Admin	Salaries - Pensions	£8,396.56	£8,000.00	£12,000.00
<input checked="" type="checkbox"/>	1001/4	Admin	Training	£0.00	£500.00	£500.00

Budget Headings View

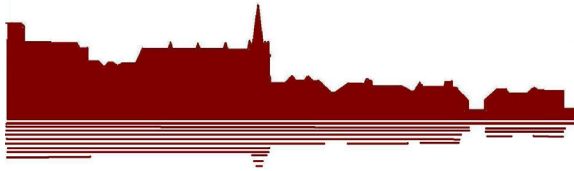
Appendix A

Exp	Heading no	Committee	Description	Last year's net	2025/26	2026/27
<input checked="" type="checkbox"/>	1002	Admin	Clerks Expenses	£849.38	£490.00	£550.00
<input checked="" type="checkbox"/>	1002/1	Admin	Mileage	£18.22	£20.00	£50.00
<input checked="" type="checkbox"/>	1002/2	Admin	Postage	£54.55	£10.00	£0.00
<input checked="" type="checkbox"/>	1002/3	Admin	Misc	£490.61	£200.00	£200.00
<input checked="" type="checkbox"/>	1002/4	Admin	Mobile Phone	£286.00	£260.00	£300.00
<input checked="" type="checkbox"/>	1010	Admin	Subscriptions	£1,596.14	£1,690.00	£1,500.00
<input checked="" type="checkbox"/>	1010/1	Admin	One Voice Wales	£726.00	£680.00	£720.00
<input checked="" type="checkbox"/>	1010/2	Admin	SLCC	£284.00	£280.00	£320.00
<input checked="" type="checkbox"/>	1010/3	Admin	Adobe Services	£256.16	£500.00	£260.00
<input checked="" type="checkbox"/>	1010/4	Admin	McAfee Virus Protection	£279.98	£150.00	£120.00
<input checked="" type="checkbox"/>	1010/5	Admin	Team Knowhow Cloud Storage	£50.00	£80.00	£80.00
<input checked="" type="checkbox"/>	1015	Admin	Office Costs	£3,682.02	£3,850.00	£4,300.00
<input checked="" type="checkbox"/>	1015/1	Admin	Printing Costs	£819.76	£1,300.00	£1,000.00
<input checked="" type="checkbox"/>	1015/2	Admin	Office Supplies / Stationary	£253.62	£200.00	£250.00
<input checked="" type="checkbox"/>	1015/3	Admin	Software Costs	£1,542.60	£1,700.00	£1,700.00
<input checked="" type="checkbox"/>	1015/4	Admin	Postage	£227.55	£300.00	£300.00
<input checked="" type="checkbox"/>	1015/5	Admin	Equipment Maintenance	£838.49	£250.00	£850.00
<input checked="" type="checkbox"/>	1015/6	Admin	Telephone	£0.00	£0.00	£0.00
<input checked="" type="checkbox"/>	1015/7	Admin	Conference Costs	£0.00	£100.00	£200.00
<input checked="" type="checkbox"/>	1020	Admin	Web Site	£290.00	£400.00	£290.00
<input checked="" type="checkbox"/>	1025	Admin	Advertising	£0.00	£150.00	£150.00
<input checked="" type="checkbox"/>	1030	Admin	Insurance	£8,116.59	£7,600.00	£8,300.00
<input checked="" type="checkbox"/>	1040	Admin	Bank Charges	£93.53	£100.00	£100.00
<input checked="" type="checkbox"/>	1045	Admin	Audit Fees	£470.00	£850.00	£1,250.00
<input checked="" type="checkbox"/>	1045/1	Admin	Internal Audit Fees	£470.00	£500.00	£500.00
<input checked="" type="checkbox"/>	1045/2	Admin	External Audit	£0.00	£350.00	£750.00
<input checked="" type="checkbox"/>	1046	Admin	Accountancy Services	£0.00	£250.00	£260.00
<input checked="" type="checkbox"/>	1046/1	Admin	Payroll Charges	£0.00	£250.00	£260.00
<input checked="" type="checkbox"/>	1046/2	Admin	Financial Services (VAT)	£0.00	£0.00	£0.00
<input checked="" type="checkbox"/>	1050	Admin	Legal Costs	£2,775.00	£2,000.00	£4,500.00
<input checked="" type="checkbox"/>	1060	Admin	Loan Repayments	£5,844.62	£5,844.62	£5,844.62
<input checked="" type="checkbox"/>	1065	Admin	Training	£80.00	£0.00	£400.00
<input checked="" type="checkbox"/>	1070	Admin	ICO Fee	£35.00	£35.00	£35.00
<input checked="" type="checkbox"/>	1075	Admin	Consultancy Costs	£0.00	£100.00	£0.00
<input checked="" type="checkbox"/>	1076	Admin	Signage	£0.00	£300.00	£500.00
<input checked="" type="checkbox"/>	2000	Grant	Councillor Expenses	£0.00	£3,850.00	£2,400.00

Exp	Heading no	Committee	Description	Last year's net	2025/26	2026/27
<input checked="" type="checkbox"/>	2000/1	Grant	Councillor Basic Payment	£0.00	£1,600.00	£1,800.00
<input checked="" type="checkbox"/>	2000/2	Grant	Chair's Allowance	£0.00	£1,000.00	£500.00
<input checked="" type="checkbox"/>	2000/3	Grant	Sub Committee Chair's Allowance	£0.00	£1,000.00	£0.00
<input checked="" type="checkbox"/>	2000/4	Grant	Mileage	£0.00	£0.00	£0.00
<input checked="" type="checkbox"/>	2000/5	Grant	Miscellaneous Expenditure	£0.00	£250.00	£100.00
<input checked="" type="checkbox"/>	2005	Grant	Councillor Training	£200.00	£800.00	£500.00
<input checked="" type="checkbox"/>	2010	Grant	Meeting Costs	£430.00	£600.00	£450.00
<input checked="" type="checkbox"/>	2030	Grant	Election Costs	£0.00	£5,000.00	£5,000.00
<input checked="" type="checkbox"/>	2040	Grant	Financial Settlement	£0.00	£0.00	£0.00
<input checked="" type="checkbox"/>	3000	Serv	Cemeteries	£2,239.28	£9,200.00	£5,790.00
<input checked="" type="checkbox"/>	3000/1	Serv	Mount Hermon Cemetery	£0.00	£2,000.00	£1,000.00
<input checked="" type="checkbox"/>	3000/1/1	Serv	Grounds Maintenance	£0.00	£1,000.00	£0.00
<input checked="" type="checkbox"/>	3000/1/2	Serv	Property Maintenance	£0.00	£1,000.00	£1,000.00
<input checked="" type="checkbox"/>	3000/2	Serv	Parc Hendy Cemetery	£1,605.32	£3,700.00	£2,890.00
<input checked="" type="checkbox"/>	3000/2/1	Serv	Grounds Maintenance	£0.00	£1,000.00	£0.00
<input checked="" type="checkbox"/>	3000/2/2	Serv	Rates	£420.32	£500.00	£430.00
<input checked="" type="checkbox"/>	3000/2/3	Serv	Memorial Testing	£0.00	£500.00	£500.00
<input checked="" type="checkbox"/>	3000/2/4	Serv	Skip Hire	£925.00	£1,200.00	£1,500.00
<input checked="" type="checkbox"/>	3000/2/5	Serv	Honorarium	£260.00	£300.00	£260.00
<input checked="" type="checkbox"/>	3000/2/6	Serv	Property Maintenance	£0.00	£200.00	£200.00
<input checked="" type="checkbox"/>	3000/3	Serv	Mapping Services	£245.00	£500.00	£400.00
<input checked="" type="checkbox"/>	3000/4	Serv	Transfer of Graves onto Edge IT Epitaph Software	£388.96	£3,000.00	£1,500.00
<input checked="" type="checkbox"/>	3001	Serv	Grounds Maintenance	£83,251.87	£90,000.00	£86,000.00
<input checked="" type="checkbox"/>	3010	Serv	Playgrounds	£126,703.00	£3,900.00	£5,100.00
<input checked="" type="checkbox"/>	3010/1	Serv	Penclawdd Playground	£126,437.62	£1,500.00	£2,500.00
<input checked="" type="checkbox"/>	3010/1/1	Serv	Maintenance	£126,062.62	£1,000.00	£2,000.00
<input checked="" type="checkbox"/>	3010/1/2	Serv	Inspection Fees	£375.00	£300.00	£300.00
<input checked="" type="checkbox"/>	3010/1/3	Serv	Vandalism Costs	£0.00	£200.00	£200.00
<input checked="" type="checkbox"/>	3010/2	Serv	Crofty Playground	£175.00	£2,400.00	£2,500.00
<input checked="" type="checkbox"/>	3010/2/1	Serv	Maintenance	£0.00	£2,000.00	£2,000.00
<input checked="" type="checkbox"/>	3010/2/2	Serv	Playground Inspections	£175.00	£200.00	£300.00
<input checked="" type="checkbox"/>	3010/2/3	Serv	Vandalism	£0.00	£200.00	£200.00
<input checked="" type="checkbox"/>	3010/3	Serv	Playground Inspection	£0.00	£0.00	£0.00
<input checked="" type="checkbox"/>	3010/4	Serv	Events	£90.38	£0.00	£100.00
<input checked="" type="checkbox"/>	3010/4/1	Serv	Opening Event	£90.38	£0.00	£100.00
<input checked="" type="checkbox"/>	3030	Serv	Recreation Grounds	17 £31,730.75	£14,275.00	£22,200.00

Exp	Heading no	Committee	Description	Last year's net	2025/26	2026/27
<input checked="" type="checkbox"/>	3030/1	Serv	Penclawdd Rec	£5,859.11	£4,625.00	£8,500.00
<input checked="" type="checkbox"/>	3030/1/1	Serv	Grounds Maintenance	£143.81	£1,000.00	£1,000.00
<input checked="" type="checkbox"/>	3030/1/2	Serv	Building Maintenance	£3,091.56	£1,000.00	£4,000.00
<input checked="" type="checkbox"/>	3030/1/3	Serv	Utilities	£2,623.74	£2,325.00	£3,500.00
<input checked="" type="checkbox"/>	3030/1/3/1	Serv	Electricity	£602.32	£700.00	£1,000.00
<input checked="" type="checkbox"/>	3030/1/3/2	Serv	Water	£1,681.64	£1,600.00	£1,700.00
<input checked="" type="checkbox"/>	3030/1/3/3	Serv	Bowls Pavilion	£339.78	£25.00	£800.00
<input checked="" type="checkbox"/>	3030/1/4	Serv	Signage	£0.00	£300.00	£0.00
<input checked="" type="checkbox"/>	3030/2	Serv	Llanmorlais Rec	£6,903.48	£2,050.00	£4,700.00
<input checked="" type="checkbox"/>	3030/2/1	Serv	Grounds Maintenance	£0.00	£0.00	£1,000.00
<input checked="" type="checkbox"/>	3030/2/2	Serv	Building Maintenance	£6,438.58	£1,000.00	£2,500.00
<input checked="" type="checkbox"/>	3030/2/3	Serv	Utilities	£464.90	£850.00	£1,000.00
<input checked="" type="checkbox"/>	3030/2/3/1	Serv	Electricity	£396.96	£350.00	£500.00
<input checked="" type="checkbox"/>	3030/2/3/2	Serv	Water	£67.94	£500.00	£500.00
<input checked="" type="checkbox"/>	3030/2/4	Serv	Signage	£0.00	£200.00	£200.00
<input checked="" type="checkbox"/>	3030/3	Serv	Dan Y Graig Playing Field	£646.51	£3,100.00	£1,000.00
<input checked="" type="checkbox"/>	3030/3/1	Serv	Grounds Maintenance	£0.00	£0.00	£0.00
<input checked="" type="checkbox"/>	3030/3/2	Serv	Building Maintenance	£570.00	£3,000.00	£1,000.00
<input checked="" type="checkbox"/>	3030/3/3	Serv	Utilities	£76.51	£0.00	£0.00
<input checked="" type="checkbox"/>	3030/3/3/1	Serv	Electricity	£0.00	£0.00	£0.00
<input checked="" type="checkbox"/>	3030/3/3/2	Serv	Water	£76.51	£0.00	£0.00
<input checked="" type="checkbox"/>	3030/3/4	Serv	Signage	£0.00	£100.00	£0.00
<input checked="" type="checkbox"/>	3030/4	Serv	Graig Y Coed Recreation Ground	£18,321.65	£4,500.00	£8,000.00
<input checked="" type="checkbox"/>	3030/4/1	Serv	Grounds Maintenance	£14,598.74	£0.00	£1,000.00
<input checked="" type="checkbox"/>	3030/4/2	Serv	Building Maintenance	£27.08	£1,500.00	£3,000.00
<input checked="" type="checkbox"/>	3030/4/3	Serv	Utilities	£3,695.83	£3,000.00	£4,000.00
<input checked="" type="checkbox"/>	3030/4/3/1	Serv	Electricity	£2,303.52	£2,000.00	£2,500.00
<input checked="" type="checkbox"/>	3030/4/3/2	Serv	Water	£1,392.31	£1,000.00	£1,500.00
<input checked="" type="checkbox"/>	3040	Serv	Annual Plumbing Inspection Checks at Sports Pavilions	£0.00	£0.00	£0.00
<input checked="" type="checkbox"/>	3050	Serv	Other Outside services	£7,899.86	£12,050.00	£23,350.00
<input checked="" type="checkbox"/>	3050/1	Serv	Roundabout at Llanmorlais	£0.00	£50.00	£50.00
<input checked="" type="checkbox"/>	3050/1/1	Serv	Rent	£0.00	£50.00	£50.00
<input checked="" type="checkbox"/>	3050/1/2	Serv	Maintenance	£0.00	£0.00	£0.00
<input checked="" type="checkbox"/>	3050/2	Serv	Hanging baskets	£0.00	£6,700.00	£7,000.00
<input checked="" type="checkbox"/>	3050/3	Serv	Memorial Gardens	£275.05	£450.00	£550.00
<input checked="" type="checkbox"/>	3050/3/1	Serv	Grounds Maintenance	£0.00	£0.00	£200.00

Exp	Heading no	Committee	Description	Last year's net	2025/26	2026/27
<input checked="" type="checkbox"/>	3050/3/2	Serv	Electricity Charges	£275.05	£400.00	£300.00
<input checked="" type="checkbox"/>	3050/3/3	Serv	Remembrance Sunday Service	£0.00	£0.00	£0.00
<input checked="" type="checkbox"/>	3050/3/4	Serv	Electricity Work	£0.00	£50.00	£50.00
<input checked="" type="checkbox"/>	3050/4	Serv	Health and Safety Maintenance	£663.48	£700.00	£1,000.00
<input checked="" type="checkbox"/>	3050/5	Serv	Land at Dunraven, Penclawdd	£0.00	£0.00	£0.00
<input checked="" type="checkbox"/>	3050/6	Serv	Station Platform Project, Penclawdd	£0.00	£100.00	£50.00
<input checked="" type="checkbox"/>	3050/7	Serv	Noticeboards	£1,299.00	£450.00	£2,400.00
<input checked="" type="checkbox"/>	3050/7/1	Serv	Memorial Gardens	£1,299.00	£200.00	£1,200.00
<input checked="" type="checkbox"/>	3050/7/2	Serv	Llanmorlais Cross	£0.00	£100.00	£400.00
<input checked="" type="checkbox"/>	3050/7/3	Serv	Wernffrwd Cross	£0.00	£150.00	£400.00
<input checked="" type="checkbox"/>	3050/7/4	Serv	Crofty Supermarket & Post Office	£0.00	£0.00	£400.00
<input checked="" type="checkbox"/>	3050/8	Serv	Foreshore Car Park	£5,662.33	£100.00	£10,000.00
<input checked="" type="checkbox"/>	3050/9	Serv	Graig Y Coed Woodland Project	£0.00	£3,500.00	£900.00
<input checked="" type="checkbox"/>	3050/9/1	Serv	Volunteer Training	£0.00	£0.00	£300.00
<input checked="" type="checkbox"/>	3050/9/2	Serv	Paths Maintenance	£0.00	£2,500.00	£300.00
<input checked="" type="checkbox"/>	3050/9/3	Serv	General Work	£0.00	£1,000.00	£300.00
<input checked="" type="checkbox"/>	3050/10	Serv	Community Shed Insurance	£0.00	£0.00	£400.00
<input checked="" type="checkbox"/>	3050/11	Serv	Community Shed Equipment / Supplies	£0.00	£0.00	£500.00
<input checked="" type="checkbox"/>	3050/12	Serv	Community Shed Building Maintenance	£0.00	£0.00	£500.00
<input checked="" type="checkbox"/>	3051	Serv	Remembrance Sunday Service	£1,374.58	£1,200.00	£2,000.00
<input checked="" type="checkbox"/>	3052	Serv	War Memorial Charity	£0.00	£1.00	£1.00
<input checked="" type="checkbox"/>	3055	Serv	Defibrillators	£50.00	£1,650.00	£2,000.00
<input checked="" type="checkbox"/>	4046	Grant	Donations	£414.85	£500.00	£600.00
<input checked="" type="checkbox"/>	4047	Grant	Section 137 Payments	£0.00	£0.00	£0.00
<input checked="" type="checkbox"/>	4048	Grant	Power of Well-being (Local Government Act 2000)	£3,700.00	£5,000.00	£5,000.00
Income Total				£263,733.68	£248,662.76	£279,252.17
Expenditure Total				£316,499.32	£214,185.62	£248,870.62



Item No. 8

Council – 15th January 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.	Repair work to Rugby Pavilion.	Awaiting quotation.
2.	Plumbing works required following annual inspection.	Awaiting quotation.
3.	Hanging Baskets 2026 (Additional Planter).	For Decision.
4.	Supply & Fitting of Pitch Barriers at Parc Dan Y Graig.	For Decision.
5.	Drainage options at Llanmorlais Car Park.	For Decision.
6.	Storage Container for Community Shed.	For Decision.
7.	Sound Provision at Remembrance Sunday 2026.	For Decision.
8.	Removal of ivy from fence at Parc Dan Y Graig and treatment of the roots.	For Decision.
9.	Repair of grave at Parc Hendy Cemetery.	For Decision.
10.	Removal / replacement of trees at Graig Y Coed.	For Decision.
11.	Edge IT – Increase to software package due to additional income.	For Decision.

c) **Correspondence**

Attached at Appendix B.

d) **Work Programme 2025/2026**

Attached at Appendix C.

e) **Community Council Action Tracker**

Attached at Appendix D.

Jeremy Parkhouse
Clerk to the Community Council
6th January 2026

Appendix A

ACCOUNTS FOR PAYMENT – 15th January 2026

Salary Costings	£2,351.30
Clerks Expenses	£42.98
Pinnacle - Printing costs - Invoice 183908 (£37.84 Net) (£7.57 VAT)	£45.41
Jonathan Davis & Son - Invoice 25/134 - Monthly Costing December 2025 - Additional Works - Supply/Erect/Remove & Chip 2no Christmas Trees at Crofty & Penclawdd, Fabrication Repairs to Entrance Enclosures at GYC Rugby & Football as per Quotation 158/25, Works Carried Out During December, Supply 2no Sets of Keys to GYC Man Shed Cabins. (Cost Price) (£7,091.58 Net) (£1,418.31 VAT)	£8,509.89
EDF - Electricity at Bowls Pavillion - 1st to 31st December 2025 (£69.70 Net) (£3.48 5% VAT)	£73.18
<u>Total Payments</u>	<u>£11,022.76</u>
<u>Invoices paid since 17th December 2025</u>	
Crofty Supermarket and Post Office - postage (Finance Committee - 5th January 2026)	£14.40
Crofty Supermarket and Post Office - Envelopes (£1.50 net) (£0.50 VAT)	£2.50
SSE Energy Solutions - Memorial Gardens - 5th August to 14th October 2025 (£285.20 Net) (£13.58 - 5% VAT)	£271.03
SSE Energy Solutions - Memorial Gardens - 15th October to 20 November 2025 (£37.75 Net) (£1.89 - 5% VAT)	£39.64
SSE Energy Solutions - Llanmorlais Pavilion - 1st September to 30th November 2025 (£129.66 Net) (£6.50 - 5% VAT)	£136.49
Microsoft 365 - Annual fee (£87.49 Net) (£17.50 VAT)	£104.99
Adobe Systems Software - Acrobat Pro	£19.97
Bank Service Charges	£8.50

<u>Total</u>	<u>£11,693.46</u>
<u>Total Outgoings</u>	<u>£22,716.22</u>
<u>Income since 17th December 2025</u>	
Swansea Council - Precept	£61,350.56
Paul Tucker & Son Butcher - Payment of pens order	£173.99
Reserve Account Interest - December 2025	£22.98
Projects Account Interest - December 2025	£2.40
CCLA Interest payment	£82.92
<u>Total Income</u>	<u>£61,632.85</u>
TRANSFERS:	
None	
RECONCILIATION:	
Current Account Balance – 7th January 2026	£21,123.46
Less Approved Payments (January 2026)	£11,022.76
<u>Total</u>	<u>£10,100.70</u>
<u>BANK ACCOUNTS</u>	
Current Account Balance – 7th January 2026	£31,123.46
Reserve Account Balance - 7 January 2026	£49,549.74
CCLA Investment - 7th January 2026	£25,000.00
Memorial Gardens Charity Account - 7th January 2026	£1.00
Projects Account Balance -7th January 2026	£5,039.87
<u>TOTAL</u>	<u>£110,714.07</u>

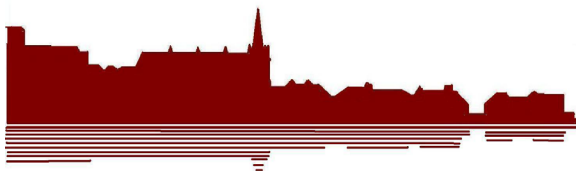
Appendix A

ACCOUNTS FOR PAYMENT – 18th December 2025

Salary Costings	£2,351.30
Clerks Expenses	£102.98
Pinnacle - Printing costs - Invoice 180583 (£33.84 Net) (£6.77 VAT)	£40.61
Jonathan Davis & Son - Invoice 25/126 - Monthly Costing November 2025 - Additional Works - Supply & Fit Playground Spares to Crofty & Penclawdd Playgrounds as per Inspectors Report and Quote 108/25 - (Painting Not Carried Out to Date Invoice Reduced by £250.00 for this Element of the Works, will be Carried Out & Invoiced ASAP)	£9,668.16
EDF - Electricity at Bowls Pavilion - 1st to 30th November 2025 (£65.18 Net) (£3.26 5% VAT)	£62.26
Graig Y Coed Community Shed - Repayment of purchases for 9 inch vice & Wall mounted louvre	£110.39
Gwyr Groundworks & Construction - 16 yard skip hire (£416.67 Net) (£83.33 VAT)	£500.00
D Phillips - Honorarium - Key holder	£130.00
M Hughes - Honorarium - Key holder	£130.00
Lakeside Security Swansea Ltd - Supply & Installation of 2 x Shutters at Graig Y Coed Pavilion (£2,350 Net) (£470.00 VAT)	£2,820.00
P&S Heating & Bathroom Centre - Supplies for plumbing works to Graig Y Coed Community Centre (£299.99 Net) (£52.01 VAT)	£321.67
<u>Total Payments</u>	<u>£16,237.37</u>

Invoices paid since 20th November 2025	
Gower Events & Equipment Hire Ltd - Marquee and plastic flooring for Remembrance Sunday 2025 (£450 Net) (£90 VAT)	£540.00
SSE Energy Solutions - Graig Y Coed Pavilion - 1st October to 31st October 2025 (£54.00 Net)	£56.84
Urdd Gobaith Cymru - Donation	£250.00
Friends of Penclawdd School - Donation	£140.00
Wales Air Ambulance - Donation	£250.00
Graig Y Coed Community Shed - Donation	£500.00
Total Sounds Solutions - Sound for Remembrance Sunday Service (£704 Net)	£844.80
Adobe Systems Software - Acrobat Pro	£19.97
Bank Service Charges	£8.50
Total	£22,921.80
Total Outgoings	£39,159.17
Income since 20th November 2025	
Penclawdd RFC - Electricity & Water at Bowls Pavilion - April to October 2025	£191.44
Penclawdd RFC - Programme printing costs	£54.40
Blue Anchor Men Bowls - Electricity & Water at Bowls Pavilion - April to October 2025	£191.44
Blue Anchor Ladies Bowls - Electricity & Water at Bowls Pavilion - April to October 2025	£191.44
Blue Anchor Ladies Bowls - Annual Fees for use of Bowls Green & Pavilion 2026	£312.50
Cremated Remains in grave (Non-Resident) - Mount Hermon Cemetery	£200.00
Reserve Account Interest - December 2025	£22.98
Projects Account Interest - December 2025	£2.40
CCLA Interest payment	£81.80
Total Income	£1,248.40

TRANSFERS:	
None	
RECONCILIATION:	
Current Account Balance – 16th December 2025	£21,123.46
Less Approved Payments (December 2025)	£16,237.37
<u>Total</u>	<u>£4,886.09</u>
<u>BANK ACCOUNTS</u>	
Current Account Balance – 16th December 2025	£31,123.46
Reserve Account Balance - 16th December 2025	£49,549.74
CCLA Investment - 16th December 2025	£25,000.00
Memorial Gardens Charity Account - 16th December 2025	£1.00
Projects Account Balance -16th December 2025	£5,039.87
<u>TOTAL</u>	<u>£110,714.07</u>



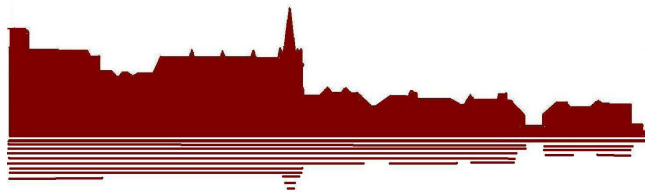
Correspondence – 15th January 2026

1.	Church in Wales – St Gwynour's Cemetery Tree Report.
2.	One Voice Wales – Swansea Area Committee Agenda – 12 th January 2026.
3.	Swansea Council – Request regarding flowers at Riverside, Llanmorlais.
4.	ARAG Law – Update regarding Foreshore Car Park.
5.	One Voice Wales – Area Committees Survey.
6.	Swansea Council - Community Council Precepts 2026/2027.
7.	One Voice Wales – Training Programme.
8.	Swansea Council - Inaugural Together We Care Awards Ceremony.
9.	Welsh Government - Appropriate Sum under Section 137(4)(a) of the Local Government Act 1972 - Section 137 Expenditure Limit for 2026-27.
10.	Police and Crime Commissioner - Funding Safety Together Survey.
11.	Swansea Council – Potential costs of future elections in Penclawdd Ward.
12.	L James – Ivy at Parc Dan Y Graig.
13.	One Voice Wales – Request regarding attendance at One Voice Wales AGM.

Jeremy Parkhouse

Clerk to the Community Council

7th January 2026



Report of the Clerk

Council – 15th January 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.

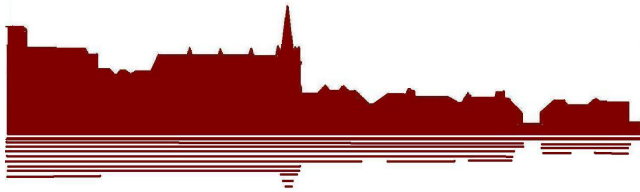
Jeremy Parkhouse
Clerk to the Community Council
4th January 2026

	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 LAC Report	Police 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 Annual Governance Statement - To approve the report of the External Auditor for the years 2021/22, 2022/23, 2023/24, 2024/25			To Approve the Draft Annual Report To Approve the Draft Annual Plan
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 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	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 – 15th January 2026

Community Council Action Tracker

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

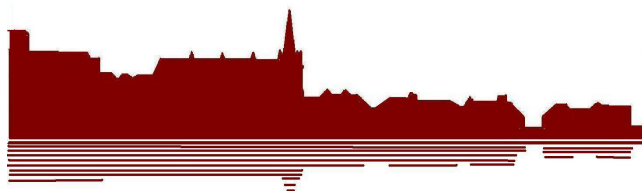
Report Author: Jeremy Parkhouse

For Information

1. Introduction

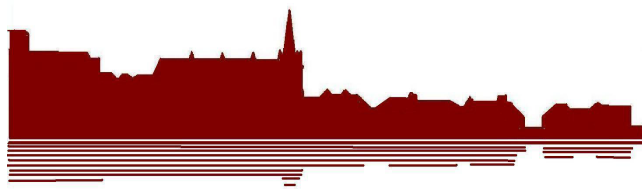
- 1.1 During the course of Community Council and Committee meetings, various actions may be decided which are recorded on the minutes of the meetings.
- 1.2 The Action Tracker has been formulated to allow actions to be monitored.
- 1.3 An Action Tracker has been created which records the decisions taken 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

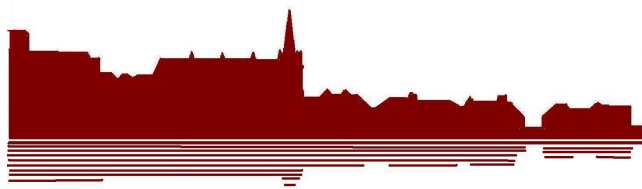


Appendix 1

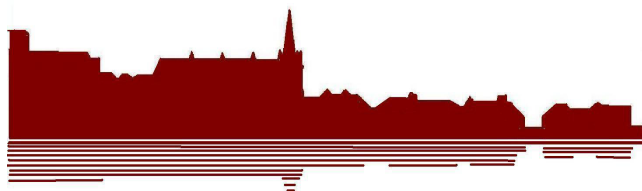
Action Tracker		
	Details	Outcome / Action
1)	24/01/2023 – Finance Committee – Minute 61 - The Finance and Governance Toolkit for Community and Town Councils – To Review Part 1 – The Health Check – Themes A and B	
	Finance & Governance Toolkit	<ul style="list-style-type: none"> Email addresses provided 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)	16/01/25 – Council – Minute No. 87 – b) Correspondence	
	<ul style="list-style-type: none"> The Clerk to explore the option of placing formal signage up stating that vehicles / vessels etc. would be towed away at a cost to the owner. 	CLOSED – New signage to be installed if / when the car park is purchased.
5)	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 	ONGOING



	Penclawdd Community Centre.	
6)	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 reinstalled. 	ONGOING
7)	02/09/25 – Finance Committee - Minute No.16 – Quarterly Discussion with the Grounds Maintenance Contractor	
	<ul style="list-style-type: none"> Work at Graig Y Coed by Mining Remediation Authority 	CLOSED – Works completed.
	<ul style="list-style-type: none"> Marking tennis courts 	ONGOING Action: The Clerk / JD to look at different options.
	<ul style="list-style-type: none"> Fencing at Llanmorlais Tennis Courts 	ONGOING Action: JD to outline the cost of new fencing.
8)	02/09/25 – Finance Committee - Minute No.22 – Property Maintenance Schedule, Capital Works Programme and Health & Safety Action Plan	
	<ul style="list-style-type: none"> Recycling rubbish – the Clerk investigates the cost of indoor recycling bins for the various changing rooms. 	ONGOING
9)	18/09/25 – Council – Minute No.53 – Reports of the Clerk – Correspondence	
	<ul style="list-style-type: none"> One Voice Wales – Welsh Government Consultation on extending the duty on local authorities to broadcast meetings. WIFI at Penclawdd Community Centre – Councillor James Matthews would investigate the potential costs involved. 	CLOSED – Duplicate with No.28
10)	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
11)	07/10/25 – Events & Projects Committee – Minute No.12 – Events & Projects Report – Community Shed / Woodland Project	
	<ul style="list-style-type: none"> JD be requested to store the tools for the winter. Storage options be investigated, possibly a small container. 	ONGOING – Tools are in storage. Different options need to be considered.
	<ul style="list-style-type: none"> School equipment - To be stored in metal cabinet. 	ONGOING
12)	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
13)	16/10/25 – Council – Minute No.62 – Public Question Time	
	<ul style="list-style-type: none"> Crowdfunding project application at Parc Dan Y Graig - The quotation provided for £6,419.42 to purchase the pitch side barriers, be approved. If planning permission is not required, the two-sided advertising boards be added to the pitch side barriers. 	CLOSED – Duplicate with No.27



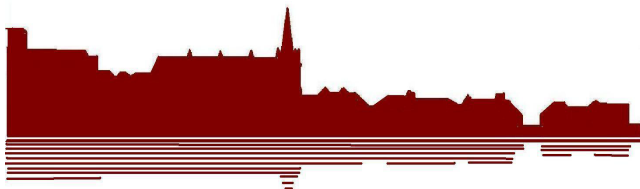
14)	16/10/25 – Council – Minute No.63 – Community Reports – Police Report	
	<ul style="list-style-type: none"> The issue of parking on pavements, particularly around Parc Dan Y Graig during games, was highlighted. It was proposed that a joint Police / Council letter be forwarded to the football authorities, requesting that they filter the information to relevant clubs. 	ONGOING
15)	16/10/25 – Council – Minute No.64a – Clerks Reports – Financial Report	
	<ul style="list-style-type: none"> Emergency Repair to kissing gates at Graig Y Coed Football / Rugby pitches – Emergency repair to be completed as soon as possible. 	CLOSED – Work completed.
16)	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"> Swansea Council – Memorandum of Understanding - Clerk to proceed with reporting the policy to the Council. 	CLOSED
	<ul style="list-style-type: none"> Swansea Council – Employers Data Retention Policy - Clerk to proceed with reporting the policy to the Council. 	CLOSED – Policy approved and published on Community Council website.
	<ul style="list-style-type: none"> Urdd Gobaith Cymru – Request for Support - Request referred to Finance Committee. 	CLOSED – Donation for £250 paid.
	<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.
	<ul style="list-style-type: none"> Benson Estates – The Dock, Penclawdd - Clerk to respond. 	ONGOING
	<ul style="list-style-type: none"> Penclawdd RFC – Query regarding lease at Graig Y Coed. (The Community Council had previously agreed to the container being placed on the rugby pitch) - Clerk to respond informing the club that taking on the lease would not be in their best interests. 	CLOSED
	<ul style="list-style-type: none"> Edge IT – Quote for training Lyn Llewellyn, Internal Auditor. The quotation for £85 plus VAT be approved. 	ONGOING Quotation approved.
17)	16/10/25 – Council – Minute No.64e – Clerks Reports – Community Council Action Tracker	
	<ul style="list-style-type: none"> Social Gathering – Various options were discussed. Resolved that if a decision was not made at the next scheduled meeting, the idea would be dropped. 	CLOSED – Duplicate with No.30.
18)	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. 	ONGOING
	<ul style="list-style-type: none"> Foreshore Car Park – The Clerk reported that he had requested a quotation off National Grid to place a power source in the car park. 	CLOSED – Duplicate with No.33.



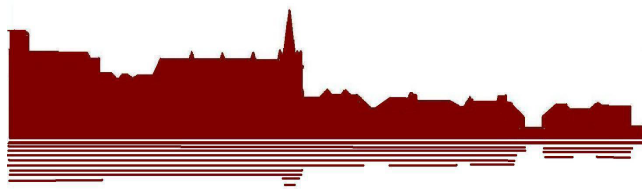
Llanrhidian Higher Community Council

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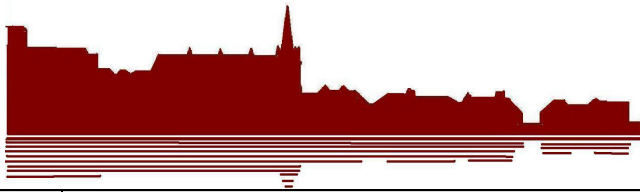
	<ul style="list-style-type: none"> Defibrillator at Crofty Industrial Estate – following a recent incident, the lack of a defibrillator in the Industrial Estate was highlighted. Further discussions were required. 	ONGOING
	<ul style="list-style-type: none"> Noticeboard at Crofty Supermarket – The Clerk 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. 	ONGOING – Quotation provided to Finance Committee.
19)	16/10/25 – Council – Minute No.67 – Swansea Council Matters	
	<ul style="list-style-type: none"> Layby at Graig Y Coed – The area around the bench had been cut. The Chair highlighted the opportunity to clear the land from the layby to the first bungalow in order to ensure the drainage pipes from the playing fields were kept clear. The Chair asks Jonathan Davis to provide an outline quotation to clear the land. Councillor James Matthews investigates old maps of the area to assist in the process. The Clerk would check the ownership of the land with Swansea Council. 	CLOSED – Duplicate with No.26.
	<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
20)	07/11/25 – Finance Committee – Minute No. – 28 – Financial Report	
	<ul style="list-style-type: none"> New Shutters at Graig Y Coed. 5 companies were contacted and 2 quotations were received: - Quotation A for £2,820.00 provided by Lakeside Security Ltd for new shutters at Graig Y Coed Pavilion, be recommended to Council for approval. 	CLOSED – Work completed.
	<ul style="list-style-type: none"> Emergency repair of electricity box at Memorial Gardens: - Quotation A for £412.32 provided by RAWELEC for emergency repair to the electricity box at the Memorial Gardens, be approved. 	CLOSED – Works completed.
	<ul style="list-style-type: none"> PAT Testing at various sites: - Quotation A for £96 provided by RAWELEC for PAT testing, be approved. 	CLOSED – Works completed.
	<ul style="list-style-type: none"> Hanging Baskets 2026: - Quotation A for £6,875 provided by Swansea Council for hanging baskets, be recommended to Council for approval. 	CLOSED – Quotation approved.
21)	07/11/25 – Finance Committee – Minute No. – 29 – Biodiversity and Environment Development Action Plan	
	<ul style="list-style-type: none"> The Biodiversity and Environment Development Plan be approved and forwarded to the Welsh Government. 	CLOSED – Plan sent.
22)	07/11/25 – Finance Committee – Minute No. – 31 – To Monitor the Risk Management Schedule	
	<ul style="list-style-type: none"> The Clerk adds the failure of Audit Wales, External Auditors to sign off previous and future Annual Governance Statements, as a high risk. 	CLOSED – Added as a high-level risk.
23)	07/11/25 – Finance Committee – Minute No. – 32 – Burial & Cremation Charges 2026	
	<ul style="list-style-type: none"> The proposed 2026 Charges be forwarded to Council for approval. 	CLOSED – Approved by Council.



24)	07/11/25 – Finance Committee – Minute No. – 33 – Grants & Donations	
	<ul style="list-style-type: none"> Donations be made under the Local Government (Miscellaneous Provisions) Act 1976, s19 to the following organisations: - <ul style="list-style-type: none"> £250 – Urdd Gobaith Cymru £250 – Wales Air Ambulance Grants be made to the following under the Power of Well-being (Local Government Act 2000): - <ul style="list-style-type: none"> £140 – Friends of Penclawdd Primary School 	CLOSED – Approved.
25)	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.
	<ul style="list-style-type: none"> Entrances to Graig Y Coed football and rugby pitches – The Clerk was requested to report any progress to the Council meeting on 20th November 2025. 	CLOSED – Work completed.
26)	20/11/25 – Council – Minute No. – 73 - Public Question Time	
	<p>Terry Snell, Community Shed attended the meeting to ask for support in respect of the following: -</p> <ul style="list-style-type: none"> Signage – Additional signage was needed at the Community Shed, to include the Man Shed's logo. Signage was also needed by the main road to highlight the Shed. The Community Council were happy that the Community Shed would proceed with making the appropriate signage. 	CLOSED – Request approved.
	<ul style="list-style-type: none"> Storage – It was highlighted that there was a shortage of storage areas at the Community Shed. The Clerk added that a storage option was also needed in respect of the Woodland Project tools. The Chair and Clerk would meet Terry Snell at the Community Shed to progress matters. 	ONGOING
	<p>Matthew Tucker, Penclawdd AFC attended the meeting to ask for support in respect of the following: -</p> <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
	<ul style="list-style-type: none"> Painting Football Pavilion (internally and externally) – Resolved that the Community Council pays for the paint / painting equipment and Penclawdd AFC carries out the works. 	ONGOING



	<ul style="list-style-type: none"> Camera / Support Pole – It was explained that the Football Club wished to purchase an AI camera to film matches and requested the permission of the Community Council to proceed with the project. Councillor Andrew Williams would initially establish if planning permission was required. Resolved that the project be supported, subject to the requirement for planning permission / no planning permission required, being established. 	CLOSED – The project needed planning permission and Penclawdd AFC decided not to proceed.
27)	20/11/25 – Council – Minute No. – 75a – Accounts for Payment - Quotations	
	<ul style="list-style-type: none"> Shutters at Graig Y Coed Pavilion - Quotation 1 – The Finance Committee recommended that the quotation for £2,820 provided by Lakeside Security Ltd be approved. 	CLOSED – Work completed.
	<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
	<ul style="list-style-type: none"> Emergency work to entrance gates at Graig Y Coed football and rugby pitches - Quotation 5 – Resolved that the quotation for £672 (including VAT) provided by Jonathan Davis, be approved. 	CLOSED – Work completed.
	<ul style="list-style-type: none"> Hanging Baskets 2026 - Quotation 6 – Resolved that the quotation for £6,875 (including VAT) provided by Swansea Council, be approved and the Clerk seeks additional options to be provided in the Llanmorlais Ward. 	ONGOING
	<ul style="list-style-type: none"> WIFI at Penclawdd Community Centre - This would have to be considered by Penclawdd Community Centre Committee. 	ONGOING
28)	20/11/25 – Council – Minute No. – 75c – Correspondence	
	<ul style="list-style-type: none"> Llanmorlais Hall – Issues relating to flooding at the entrance to the kitchen door were highlighted. the Clerk discusses the issue with Jonathan Davis and obtains a quotation to improve the car park drainage, if necessary. 	ONGOING
29)	20/11/25 – Council – Minute No. – 75e – Community Council Action Tracker	
	<ul style="list-style-type: none"> Social Gathering – Agreed to meet at Penclawdd RFC after the Council meeting in January 2026. 	ONGOING
30)	20/11/25 – Council – Minute No. – 75f To Approve the Personal Data Retention Policy for Scheme Employers in the Local Government Pension Scheme	
	<ul style="list-style-type: none"> The Community Council's Participating Employer Personal Data Retention Policy provided at Appendix C, be approved. 	CLOSED – Policy approved.
	<ul style="list-style-type: none"> The Policy be published on the Community Council website. 	CLOSED – Policy published.
31)	20/11/25 – Council – Minute No. 76 - Committee Reports – Finance Committee	
	Burial & Cremation Charges <ul style="list-style-type: none"> The Burial & Cremation Charges 2026 provided at Appendix A, be approved and published on the Community Council website. 	CLOSED – Charges published.
	Grants & Donations <ul style="list-style-type: none"> Donations be made under the Local Government (Miscellaneous Provisions) Act 1976, s19 to the following organisations: - <ul style="list-style-type: none"> £250 - Urdd Gobaith Cymru. £250 - Wales Air Ambulance. 	CLOSED – Approved and paid.



	Grants be made to the following under the Power of Well-being (Local Government Act 2000): - <ul style="list-style-type: none"> £140 – Friends of Penclawdd Primary School. £500 – Community Shed. 	
32)	20/11/25 – Council – Minute No. 77 - Council Property / Community Projects / Burial Grounds	
	<ul style="list-style-type: none"> Foreshore Car Park – The Clerk reported the potential costs of installing electricity within the car park. It was added that a camper van which was advertised for sale was being parked in the car park for long periods of time. Resolved that a notice be placed on the camper van requesting for it to be removed from the car park. 	ONGOING
33)	20/11/25 – Council – Minute No. 78 – Swansea Council Matters	
	<ul style="list-style-type: none"> The Hotspot Team had recently cleared weeds within Penclawdd. The Chair asked if the base of the seawall in Penclawdd could be cleared. The Penclawdd Ward Member would make enquiries. 	CLOSED – Work completed.
	<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



Council – 15th January 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.

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 Clerk is seeking quotations to cover the cost of the required works.

3. Foreshore Car Park / Penclawdd Playground

A County Court Judgement has been obtained in respect of the boating equipment in the car park. Some items have been removed, with the remaining items owned by the person concerned being removed early in January 2026. There may be additional items of unknown ownership which will also have to be removed. **For Discussion**

Further discussions are also needed regarding organising alternative parking for cockle gatherers. Benson Estates have requested that we review the matter. **For Discussion**

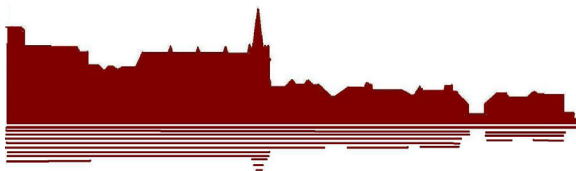
4. Memorial Gardens

The Remembrance Sunday Service was held on 9th November 2025 and was very well attended. The addition of the marquee was a big success, protecting the Brass Band, Penclawdd School Choir and speakers from the elements.

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.



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.

There have been some recent fly-tipping incidents in the car park and on Hermon Lane. Councillor Andrew Williams arranged for dumped mattresses to be removed from the Lane. The Community Council needs to discuss future prevention options. **For Discussion**

9. Graig Y Coed

New roller shutters were installed for the storage area and kitchen at the Pavilion.

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

Ongoing storage options need to be addressed. **For Discussion**

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.

Jeremy Parkhouse,
Clerk to Llanrhidian Higher Community Council,
4th January 2026

Item No. 11

Council – 15th January 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. I also attended Penclawdd Primary School governors meeting and the school Christmas concert.
2)	I have met with the new Local Area Co-ordinator (LAC) on a few occasions.
3)	Drainage issues across the Ward have and are being addressed by Highways.
4)	I made a donation to Penclawdd Community Centre to cover the cost of children's Christmas presents.
5)	I funded a Christmas dinner for OAPs at Penclawdd RFC. The referrals for the dinner were forwarded by the Local Area Co-ordinator.
6)	39 vouchers have been issued to low-income families across the Ward to support with Christmas.
7)	Litter picking has been carried out in the Ward.
8)	Fly tipping issues in Hermon Lane were reported and mattresses removed.
9)	Sharing table hampers were distributed to some families in need across the Ward.
10)	The hot spot team have cleared weeds from the centre of Penclawdd, particularly the base of the seawall.
11)	More resurfacing work has taken place on Hendy Road and Station Terrace, Penclawdd.
12)	Work on Blaencedi cottages should be completed early in the New Year.

2) Planning Applications.

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

3) Footpaths, Cycle Paths and Bridleways.

No report.

4th January 2026