

To: All Members of Llanrhidian Higher Community Council

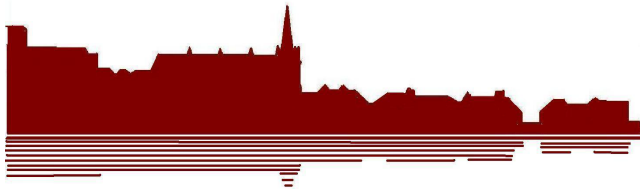
Dear Councillor,

You are hereby summoned to attend the MEETING of LLANRHIDIAN HIGHER COMMUNITY COUNCIL to be held at 7.00 p.m. on Thursday, 16th April 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 19 th March 2026.	5-10
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.	11-12
a)	Accounts for Payment / Quotations.	13-15
b)	Budget Monitoring 2025-26 & 2026-27.	16-19
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e)	Community Council Action Tracker.	24-31
f)	Draft Annual Report 2025-2026.	32-37
g)	Draft Annual Plan 2026-2027.	38-42
8.	Committee / Working Group Reports - No Reports.	
9.	Council Property / Community Projects / Burial Grounds.	43-45



10.	City and County of Swansea Issues.	46
	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: - Annual Council Meeting at 7 p.m. on Thursday, 21st May 2026 at Penclawdd Community Centre.	
	<i>Jeremy Parkhouse</i>	

**Jeremy Parkhouse - Clerk to the Community Council
 10th April 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.

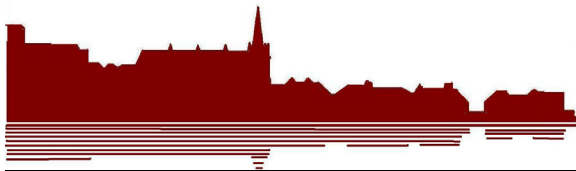
1. If you have a **Personal Interest** as set out in **Paragraph 10** of the Code, you **MAY STAY, SPEAK AND VOTE** unless it is also a Prejudicial Interest.
2. If you have a Personal Interest which is also a **Prejudicial Interest** as set out in **Paragraph 12** of the Code, then subject to point 3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

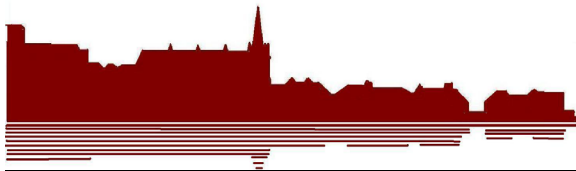
Officers

Financial Interests

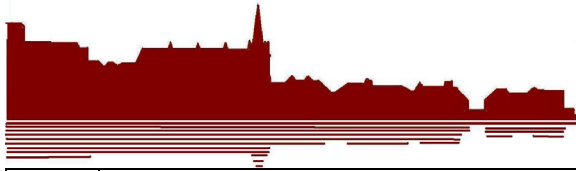
1. If an Officer has a financial interest in any matter which arises for decision at any meeting to which the Officer is reporting or at which the Officer is in attendance involving any member of the Council and /or any third party the Officer shall declare an interest in that matter and take no part 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.



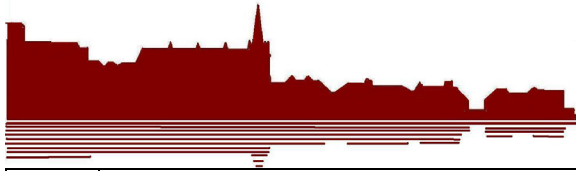
Minutes of the Meeting of Council	
Held at Penclawdd Community Centre	
On Thursday, 19th March 2026 at 7.00pm.	
Present:	Councillor Paul Tucker (Chair) presided
Councillors:	Russell Garrington, Sarah Hughes, James Matthews, Melissa Roberts, Mike Sheehan, Andrew Williams and Adam Woolliscroft.
Officers:	Jeremy Parkhouse - Clerk to the Community Council
104. Apologies for Absence	
	Apologies for absence were received from Councillors Huw Davies and Leanne Davies.
105. Declarations of Interest	
	In accordance with the Code of Conduct adopted by Llanrhidian Higher Community Council, the following interests were declared: -
	Councillors Russell Garrington, Mike Sheehan, Paul Tucker, Andrew Williams and the Clerk declared personal interests in Minute No.110 a) Accounts for Payment / Quotations.
106. Minutes	
	Resolved that the Minutes of the meeting held on 12th February 2026 be approved and signed as a correct record.
107. Chair's Announcements	
	The Chair stated that the Clerk would be retiring from Swansea Council at the end of March and would be commencing full-time hours with the Community Council from 1 st April 2026.
108. Public Question Time	
	None.



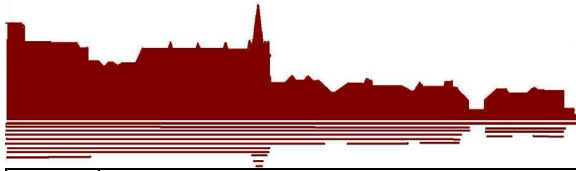
109.	Community Reports
	The Clerk referred to an email from South Wales Police which asked Community Councils in Gower to consider attending joint quarterly meetings with South Wales Police Officers. This was due to the number of Community Councils on Gower and the availability of Officers to attend individual meetings.
	The Council discussed the options available.
	Resolved that: -
	1) South Wales Police be requested to attend Community Council meetings as often as they possibly can.
	2) A nominated Councillor and the Clerk to attend 'Cuppa with a Copper' sessions, when they occur.
	3) The Clerk informs South Wales Police that the Council is opposed to meeting at quarterly meetings.
110.	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>Amendments</u>
	<ul style="list-style-type: none"> £762 – One Voice Wales Membership 2026-2027.
	<u>Additional Expenditure</u>
	<ul style="list-style-type: none"> £25 – Crofty Supermarket and Post Office – postage. £1,634.13 – PWLB Loan – Parc Dan Y Graig.
	<u>Additional Income</u>
	<ul style="list-style-type: none"> £35 – Gorseinon RFC Under 12 – Hire of Graig Y Coed. £540 – Permit Fees. £440 – Permit Fees.



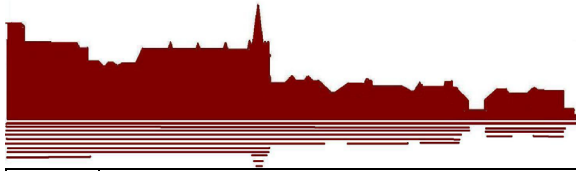
	<u>Quotations</u>
	<ul style="list-style-type: none"> Plumbing works required following annual inspection. It was reported that a quotation was awaited.
	<ul style="list-style-type: none"> Hanging baskets 2026 – Additional planter at Riverside. It was reported that no objections had been received from residents. A recommendation for approval was provided by the Finance Committee.
	<ul style="list-style-type: none"> Removal of ivy from fence at Parc Dany Graig and treatment of the roots. Additional quotations would be sought.
	<ul style="list-style-type: none"> Repair of grave at Parc Hendy Cemetery. It was reported that an additional quotation would be sought.
	<ul style="list-style-type: none"> Removal / replacement of stock fencing at Graig Y Coed. It was reported that additional quotations would be sought.
	<ul style="list-style-type: none"> Replacement of tennis court fencing at Llanmorlais. It was reported that a quotation was awaited and noted that costs were expected to be high.
	<ul style="list-style-type: none"> Replacement Rugby Posts at Graig Y Coed. A recommendation for approval was provided by the Finance Committee.
	<ul style="list-style-type: none"> Base of spectator stand, bases of 2 x dugouts and installation of concrete path at Parc Dan Y Graig. A table of quotations in respect of the 3 jobs.
	<ul style="list-style-type: none"> Planning Agent – Projects at Dan Y Graig and the Dock, Penclawdd. A quotation was provided. It was noted that this was a specialist area of work.
	<ul style="list-style-type: none"> Clearance of run-off ditch at Llanmorlais Recreation Ground. It was reported that a quotation was awaited.
	<ul style="list-style-type: none"> Wildflowers at St Gwynour's. It was reported that a quotation was awaited and it was noted that the Cemetery had not yet been transferred to the Council.
	<ul style="list-style-type: none"> Repair of Metal Door at Bowls Pavilion. It was reported that a quotation was awaited and added that this was an emergency repair due to the condition of the door.
	<ul style="list-style-type: none"> Redressing surface / General Tidy of Bottom End of the Car Park Area (40m x 9m) – Foreshore Car Park.
	<ul style="list-style-type: none"> Annual Playground Inspections of Penclawdd and Crofty Playgrounds.
	<ol style="list-style-type: none"> The payments / additional payments / amendments be approved.
	<ol style="list-style-type: none"> The payments paid since 12th February 2026 meeting be noted and agreed.
	<ol style="list-style-type: none"> The income / additional income be noted.
	<ol style="list-style-type: none"> The bank reconciliation, bank transfers and bank account balances be noted and agreed.
	<ol style="list-style-type: none"> The CCLA investment income be noted.
	<ol style="list-style-type: none"> Hanging baskets 2026 – Additional planter at Riverside – The quotation for £7,075 (including VAT) provided by Swansea Council, be approved.
	<ol style="list-style-type: none"> The replacement of Rugby Posts at Graig Y Coed be placed on hold, subject to further discussions with the Grounds Maintenance Contractor regarding the longevity of the current repairs.



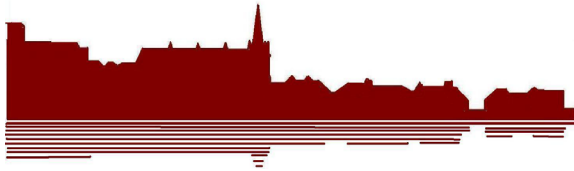
	8) Spectator Stand Access Path – The quotation for £7,500 (No VAT) provided by Gower Building Co. be approved.
	9) Concrete Base for 2 x Dugouts - The quotation for £6,000 (plus VAT) provided by R D Jones Building Ltd, be approved.
	10) Concrete Base for Spectator Stand - The quotation for £6,000 (plus VAT) provided by R D Jones Building Ltd, be approved.
	11) Planning Consultancy at Parc Dan Y Graig – The quotation for £650 (No VAT), including possible additions for £750 (Plus VAT) for Preliminary Ecological Survey and £1,000 (No VAT) for Transport Statement, be approved.
	12) Redressing the surface of the Foreshore Car Park – The quotation for £680 (Plus VAT) provided by Jonathan Davis & Son, be approved and the Clerk be requested to write to all businesses near to the Car Park and cockle firms to ask for donations towards the redressing.
	13) General Tidy of Bottom End of the Car Park Area (40m x 9m) – The quotation for £2,193.60 (Plus VAT) provided by Jonathan Davis & Son, be approved.
	14) Annual Playground Inspections of Penclawdd and Crofty Playgrounds – The quotation for £380 (Plus VAT) provided by The Play Inspection Company Ltd, be approved.
	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.
	The Clerk informed the Council that he had requested two lockable bins with slots in the lids from Swansea Council. It was hoped that these would be delivered prior to the school Easter holidays.
	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: -
	8) Llanmorlais Carnival Committee – Request to hold the Llanmorlais Carnival on Saturday, 27 th June 2026 / The Community Council to place an advert in the Carnival programme – Resolved that the requests be approved.



	15) Blue Anchor Men Bowls Club – Draft response to Duvant Bowls Club – Resolved that the request made by Duvant Bowls Club to use the Bowling Green on Wednesday evenings be approved and the Clerk progresses matters.
	<u>Additional Correspondence</u>
	<ul style="list-style-type: none"> D Rees – Issue at Parc Hendy Cemetery – Resolved that the Clerk contacts D Rees to progress matters.
	d) Work Plan 2025/2026
	The report was provided for information.
	e) Community Council Action Tracker
	The report was provided for information.
	111. Committee / Working Group Reports
	a) Finance Committee – Grants and Donations.
	The Finance Committee discussed Grants and Donations at its meeting held on 3rd March 2026 and recommended that one application be approved.
	Resolved that £500 be awarded to North Gower Food Bank under the Power of Well-being (Local Government Act 2000).
	112. 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) Parc Dan Y Graig – Resolved that the Planning application for the new facilities be approved and includes a footpath around the boundary of the pitch.
	2) Foreshore Car Park – Councillor Andrew Williams and the Clerk would attend a meeting with Welsh Government on 26 th March 2026. The various options available for parking the vehicles / trailers of the cockle gatherers were discussed – Resolved that: - 1) the Chair, Councillor Andrew Williams and the Clerk meet at the Foreshore Car Park to look at the options available. 2) the Clerk continues to attempt to contact Benson Estates to progress a potential 20-year lease which could provide additional parking.



113.	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 Inspectors had added five separate jobs to the Highways work schedule.
	2) Hendy Cottages – The work was scheduled to be completed very shortly.
	3) Hendy Road – BT were scheduled to close the road for works on 25 th March 2026.
	4) Llanmorlais Sign – The sign on New Road had been slightly moved following a complaint received.
	5) Cycle Track Missing Link – Discussions were progressing well with local landowners.
	c) Footpaths
	The Clerk would contact Swansea Council to establish the position regarding the contract to maintain the footpaths in 2026.
114.	Outside Bodies
	Community & Town Councils Forum – 23 rd March 2026 – Councillor Mike Sheehan would attend.
	The meeting ended at 8.43 p.m.
	Chair



Item No. 7

Council – 16th April 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.	Additional path at Parc Dan Y Graig.	For Discussion.
2.	Plumbing works required following annual inspection.	Awaiting quotation.
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 quotation.
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.	On Hold.
8.	Clearance of run-off ditch at Llanmorlais Recreation Ground.	Awaiting quotation.
9.	Wildflowers at St Gwynour's.	Awaiting quotation.
10.	Repair of Metal Door at Bowls Pavilion.	Awaiting quotation.

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

Attached at Appendix B.1 and B.2.

c) **Correspondence**

Attached at Appendix C.

d) **Work Programme 2025/2026**

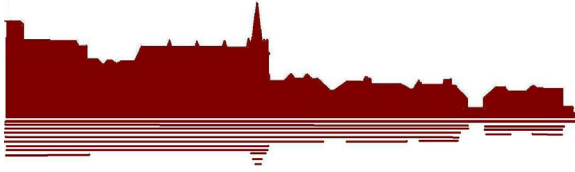
Attached at Appendix D.

e) **Community Council Action Tracker**

Attached at Appendix E.

f) **To Approve the Draft Annual Report**

Attached at Appendix F.



- g) To Approve the Draft Annual Plan.**
Attached at Appendix G.

Jeremy Parkhouse
Clerk to the Community Council
8th April 2026

Appendix A**ACCOUNTS FOR PAYMENT – 16th April 2026**

Salary Costings	£4,745.01
Clerks Expenses	£42.98
Pinnacle - Printing costs - Invoice 192798 (£76.60 Net) (£15.92 VAT)	£95.52
EDF Energy - Electricity at Bowls Pavilion (£79.65 Net) (£3.98 - 5% VAT)	£83.63
Swansea Council - Non-domestic rates for Parc Hendy Cemetery	£426.70
Jonathan Davis & Son - Invoice 26/23 - Invoice for the supply and installation of 2 no field gates including associated fencing to the lower entrances of Graig Y Coed Woodland area. Works carried out during March 2026 as per quotation 49/25. (£3,958.00 Net) (£791.60 VAT)	£4,749.60
Jonathan Davis & Son - Invoice 26/22 - Monthly Costing March 2026. (£5,918.58 Net) (£1,183.71 VAT)	£7,102.29
<u>Total Payments</u>	<u>£17,245.73</u>

Invoices paid since 19th March 2026	
PWLB Loan (Parc Hendy Cemetery)	£1,634.13
Crofty Supermarket & Supermarket - Postage costs	£25.20
Swansea Council - Floral display / hanging baskets 2026 (£5895.83 Net) (£1,179.17 VAT)	£7,075.00
TWG Town Planning Ltd - Planning consultancy for Parc Dan Y Graig	£650.00
SSE Energy Solutions - Electricity at Graig Y Coed Pavilion - 1st to 28th February 2026 (£618.14 Net) (£30.91 - 5% VAT)	£649.05
North Gower Food Hub - Power of Well-being (Local Government Act 2000) donation	£500.00
SSE Energy Solutions - Electricity at Llanmorlais Pavilion - 1st December 2025 to 28th February 2026 (£105.36 Net) (£5.27 - 5% VAT)	£110.63
Swansea Council - Planning portal application - Parc Dan Y Graig	£276.50
Adobe Systems Software - Acrobat Pro	£19.97
Bank Service Charges	£9.50
Total	£10,949.98
Total Outgoings	£28,195.71
Income since 19th March 2026	
CCLA - Interest for April 2026	£79.49
Gorseinon RFC Under 12's - Training at Graig Y Coed	£35.00
Parc Hendy Cemetery - New cremated remains plot and permit (Non-resident)	£540.00
Mount Hermon Cemetery - New cremated remains plot and permit (Resident)	£440.00
Total Income	£1,094.49
TRANSFERS:	
None	

RECONCILIATION:	
Current Account Balance – 9th April 2026	£21,698.30
Less Approved Payments (April 2026)	£17,245.73
<u>Total</u>	<u>£4,452.57</u>
<u>BANK ACCOUNTS</u>	
Current Account Balance – 9th April 2026	£21,698.30
Reserve Account Balance - 9th April 2026	£53,513.52
CCLA Investment - 9th April 2026	£25,000.00
Memorial Gardens Charity Account - 9th April 2026	£1.00
Projects Account Balance - 9th April 2026	£5,046.66
<u>TOTAL</u>	<u>£105,259.48</u>

Financial Budget Comparison

Comparison between 01/04/25 and 31/03/26 inclusive. Includes due and unpaid transactions.
Excludes transactions with an invoice date prior to 01/04/25

	2025/26	Revised	Actual Net	Balance	
INCOME					
Administration					
100	Precept	£183,263.76	£184,051.68	£184,051.68	£0.00
105	Refund of bank charges	£0.00	£0.00	£0.00	£0.00
120	Bank Interest	£0.00	£0.00	£0.00	£0.00
121	Bank Interest	£1,500.00	£0.00	£1,312.75	£1,312.75
122	Bank Interest	£120.00	£0.00	£32.97	£32.97
150	Grants received	£0.00	£0.00	£25,000.00	£25,000.00
155	PWLB Loan	£0.00	£0.00	£0.00	£0.00
250	Miscellaneous Income	£6,000.00	£0.00	£173.99	£173.99
251	Miscellaneous Income - Current Account	£8,000.00	£0.00	£3,099.12	£3,099.12
252	Miscellaneous Income - Projects Account	£0.00	£0.00	£0.00	£0.00
Total Administration		£198,883.76	£184,051.68	£213,670.51	£29,618.83
Outside Services					
300	Cemetery Income	£13,000.00	£0.00	£11,220.00	£11,220.00
320	Wayleaves	£129.00	£0.00	£133.34	£133.34
330	Recreation Grounds	£6,150.00	£0.00	£7,417.72	£7,417.72
Total Outside Services		£19,279.00	£0.00	£18,771.06	£18,771.06
Total Income		£218,162.76	£184,051.68	£232,441.57	£48,389.89
EXPENDITURE					
Administration					
1001	Salaries	£42,500.00	£0.00	£34,828.16	£-34,828.16
1002	Clerks Expenses	£490.00	£0.00	£612.20	£-612.20
1010	Subscriptions	£1,690.00	£0.00	£1,368.15	£-1,368.15
1015	Office Costs	£3,850.00	£0.00	£3,804.21	£-3,804.21
1020	Web Site	£400.00	£0.00	£290.00	£-290.00
1025	Advertising	£150.00	£0.00	£85.00	£-85.00
1030	Insurance	£7,600.00	£0.00	£9,377.14	£-9,377.14
1040	Bank Charges	£100.00	£0.00	£90.32	£-90.32
1045	Audit Fees	£850.00	£0.00	£1,855.00	£-1,855.00
1046	Accountancy Services	£250.00	£0.00	£420.00	£-420.00
1050	Legal Costs	£2,000.00	£0.00	£850.00	£-850.00
1060	Loan Repayments	£5,844.62	£0.00	£5,844.62	£-5,844.62
1065	Training	£0.00	£0.00	£212.00	£-212.00
1070	ICO Fee	£35.00	£0.00	£47.00	£-47.00
1075	Consultancy Costs	£100.00	£0.00	£650.00	£-650.00

Financial Budget Comparison

Comparison between 01/04/25 and 31/03/26 inclusive. Includes due and unpaid transactions.

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

		2025/26	Revised	Actual Net	Balance
1076	Signage	£300.00	£0.00	£0.00	£0.00
Total Administration		£66,159.62	£0.00	£60,333.80	-£60,333.80
Outside Services					
3000	Cemeteries	£9,200.00	£0.00	£7,838.04	-£7,838.04
3001	Grounds Maintenance	£90,000.00	£0.00	£77,430.11	-£77,430.11
3010	Playgrounds	£3,900.00	£0.00	£533.00	-£533.00
3030	Recreation Grounds	£14,275.00	£0.00	£14,302.19	-£14,302.19
3040	Annual Plumbing Inspection Checks at Sports Pavilions	£0.00	£0.00	£0.00	£0.00
3050	Other Outside services	£12,050.00	£0.00	£48,166.73	-£48,166.73
3051	Remembrance Sunday Service	£1,200.00	£0.00	£1,284.00	-£1,284.00
3052	War Memorial Charity	£1.00	£0.00	£0.00	£0.00
3055	Defibrillators	£1,650.00	£0.00	£2,950.00	-£2,950.00
Total Outside Services		£132,276.00	£0.00	£152,504.07	-£152,504.07
Civic					
2000	Councillor Expenses	£3,850.00	£0.00	£0.00	£0.00
2005	Councillor Training	£800.00	£0.00	£210.00	-£210.00
2010	Meeting Costs	£600.00	£0.00	£0.00	£0.00
2030	Election Costs	£5,000.00	£0.00	£4,349.02	-£4,349.02
2040	Financial Settlement	£0.00	£0.00	£0.00	£0.00
Total Civic		£10,250.00	£0.00	£4,559.02	-£4,559.02
Grants					
4046	Donations	£500.00	£0.00	£500.00	-£500.00
4047	Section 137 Payments	£0.00	£0.00	£0.00	£0.00
4048	Power of Well-being (Local Government Act 2000)	£5,000.00	£0.00	£1,140.00	-£1,140.00
Total Grants		£5,500.00	£0.00	£1,640.00	-£1,640.00
Total Expenditure		£214,185.62	£0.00	£219,036.89	-£219,036.89
Total Income		£218,162.76	£184,051.68	£232,441.57	£48,389.89
Total Expenditure		£214,185.62	£0.00	£219,036.89	-£219,036.89
Total Net Balance		£3,977.14	£184,051.68	£13,404.68	£267,426.78

Budget Headings View

Appendix B.2

Showing only main headings

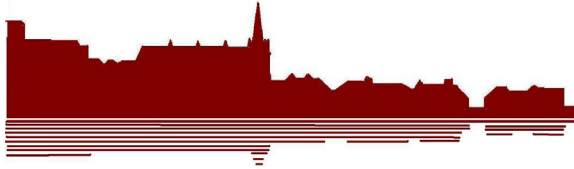
Exp	Heading no	Committee	Description	2025/26	Revised	2026/27	Actual Net
<input type="checkbox"/>	100	Admin	Precept	£183,263.76	£184,051.68	£194,872.17	£184,051.68
<input type="checkbox"/>	105	Admin	Refund of bank charges	£0.00	£0.00	£0.00	£0.00
<input type="checkbox"/>	120	Admin	Bank Interest	£0.00	£0.00	£0.00	£0.00
<input type="checkbox"/>	121	Admin	Bank Interest	£1,500.00	£0.00	£1,600.00	£1,312.75
<input type="checkbox"/>	122	Admin	Bank Interest	£120.00	£0.00	£1,000.00	£32.97
<input type="checkbox"/>	150	Admin	Grants received	£0.00	£0.00	£1,500.00	£25,000.00
<input type="checkbox"/>	155	Admin	PWLB Loan	£0.00	£0.00	£0.00	£0.00
<input type="checkbox"/>	200	Admin	VAT Refund	£30,500.00	£0.00	£30,000.00	£23,927.38
<input type="checkbox"/>	250	Admin	Miscellaneous Income	£6,000.00	£0.00	£8,000.00	£173.99
<input type="checkbox"/>	251	Admin	Miscellaneous Income - Current Account	£8,000.00	£0.00	£20,000.00	£3,099.12
<input type="checkbox"/>	252	Admin	Miscellaneous Income - Projects Account	£0.00	£0.00	£1,000.00	£0.00
<input type="checkbox"/>	300	Serv	Cemetery Income	£13,000.00	£0.00	£14,500.00	£11,220.00
<input type="checkbox"/>	320	Serv	Wayleaves	£129.00	£0.00	£130.00	£133.34
<input type="checkbox"/>	330	Serv	Recreation Grounds	£6,150.00	£0.00	£6,650.00	£7,417.72
<input checked="" type="checkbox"/>	1001	Admin	Salaries	£42,500.00	£0.00	£60,500.00	£34,828.16
<input checked="" type="checkbox"/>	1002	Admin	Clerks Expenses	£490.00	£0.00	£550.00	£612.20
<input checked="" type="checkbox"/>	1010	Admin	Subscriptions	£1,690.00	£0.00	£1,500.00	£1,368.15
<input checked="" type="checkbox"/>	1015	Admin	Office Costs	£3,850.00	£0.00	£4,300.00	£3,804.21
<input checked="" type="checkbox"/>	1020	Admin	Web Site	£400.00	£0.00	£290.00	£290.00
<input checked="" type="checkbox"/>	1025	Admin	Advertising	£150.00	£0.00	£150.00	£85.00
<input checked="" type="checkbox"/>	1030	Admin	Insurance	£7,600.00	£0.00	£8,300.00	£9,377.14
<input checked="" type="checkbox"/>	1040	Admin	Bank Charges	£100.00	£0.00	£100.00	£90.32
<input checked="" type="checkbox"/>	1045	Admin	Audit Fees	£850.00	£0.00	£1,250.00	£1,855.00
<input checked="" type="checkbox"/>	1046	Admin	Accountancy Services	£250.00	£0.00	£260.00	£420.00
<input checked="" type="checkbox"/>	1050	Admin	Legal Costs	£2,000.00	£0.00	£4,500.00	£850.00
<input checked="" type="checkbox"/>	1060	Admin	Loan Repayments	£5,844.62	£0.00	£5,844.62	£5,844.62
<input checked="" type="checkbox"/>	1065	Admin	Training	£0.00	£0.00	£400.00	£212.00
<input checked="" type="checkbox"/>	1070	Admin	ICO Fee	£35.00	£0.00	£35.00	£47.00
<input checked="" type="checkbox"/>	1075	Admin	Consultancy Costs	£100.00	£0.00	£0.00	£650.00
<input checked="" type="checkbox"/>	1076	Admin	Signage	£300.00	£0.00	£500.00	£0.00
<input checked="" type="checkbox"/>	2000	Grant	Councillor Expenses	£3,850.00	£0.00	£2,400.00	£0.00
<input checked="" type="checkbox"/>	2005	Grant	Councillor Training	£800.00	£0.00	£500.00	£210.00
<input checked="" type="checkbox"/>	2010	Grant	Meeting Costs	£600.00	£0.00	£450.00	£0.00
<input checked="" type="checkbox"/>	2030	Grant	Election Costs	£5,000.00	£0.00	£5,000.00	£4,349.02
<input checked="" type="checkbox"/>	2040	Grant	Financial Settlement	£0.00	£0.00	£0.00	£0.00

Budget Headings View

Appendix B.2

Showing only main headings

Exp	Heading no	Committee	Description	2025/26	Revised	2026/27	Actual Net
<input checked="" type="checkbox"/>	3000	Serv	Cemeteries	£9,200.00	£0.00	£5,790.00	£7,838.04
<input checked="" type="checkbox"/>	3001	Serv	Grounds Maintenance	£90,000.00	£0.00	£86,000.00	£77,430.11
<input checked="" type="checkbox"/>	3010	Serv	Playgrounds	£3,900.00	£0.00	£5,100.00	£533.00
<input checked="" type="checkbox"/>	3030	Serv	Recreation Grounds	£14,275.00	£0.00	£22,200.00	£14,302.19
<input checked="" type="checkbox"/>	3040	Serv	Annual Plumbing Inspection Checks at Sports Pavilions	£0.00	£0.00	£0.00	£0.00
<input checked="" type="checkbox"/>	3050	Serv	Other Outside services	£12,050.00	£0.00	£23,350.00	£48,166.73
<input checked="" type="checkbox"/>	3051	Serv	Remembrance Sunday Service	£1,200.00	£0.00	£2,000.00	£1,284.00
<input checked="" type="checkbox"/>	3052	Serv	War Memorial Charity	£1.00	£0.00	£1.00	£0.00
<input checked="" type="checkbox"/>	3055	Serv	Defibrillators	£1,650.00	£0.00	£2,000.00	£2,950.00
<input checked="" type="checkbox"/>	4046	Grant	Donations	£500.00	£0.00	£600.00	£500.00
<input checked="" type="checkbox"/>	4047	Grant	Section 137 Payments	£0.00	£0.00	£0.00	£0.00
<input checked="" type="checkbox"/>	4048	Grant	Power of Well-being (Local Government Act 2000)	£5,000.00	£0.00	£5,000.00	£1,140.00
			Income Total	£248,662.76	£184,051.68	£279,252.17	£256,368.95
			Expenditure Total	£214,185.62	£0.00	£248,870.62	£219,036.89



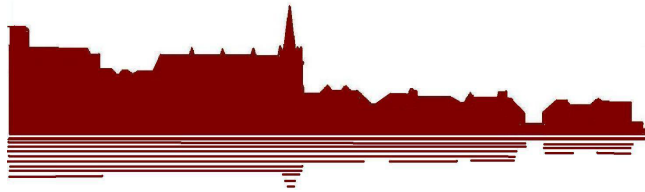
Correspondence – 16th April 2026

1.	A Glanville – Transfer of St Gwynour’s Graveyard.
2.	One Voice Wales – Free Councillor Training Places.
3.	Swansea Council Pension Fund - LGPS Regulation Update - Access and Fairness.
4.	Welsh Government - Burry Inlet Cockle Fishery.
5.	ARAG Law - Claim Against: Mr Beck.
6.	Swansea Council - The County of Swansea (Communities) Order 2026.
7.	Dunvant Bowls Club - Hire of Facilities at Penclawdd Bowls Green.
8.	D Rees – Parc Hendy Cemetery.
9.	Swansea Council Pension Fund - City & County of Swansea Valuation Report 2025.
10.	North Gower Food Hub – Thank you Letter.
11.	One Voice Wales – Swansea Area Committee Agenda – 13 th April 2026.
12.	Audit Wales - Full Audit Notice 2025-26.

Jeremy Parkhouse

Clerk to the Community Council

8th April 2026



Report of the Clerk

Council – 16th April 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
7th April 2026

Llanrhidian Higher Community Council Workplan 2025/26

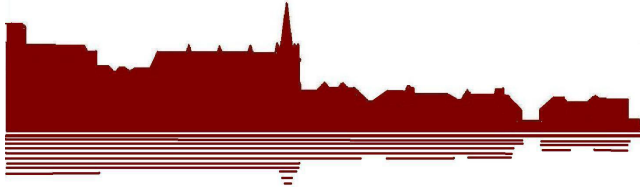
Appendix 1

	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 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	
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 – 16th April 2026

Community Council Action Tracker

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

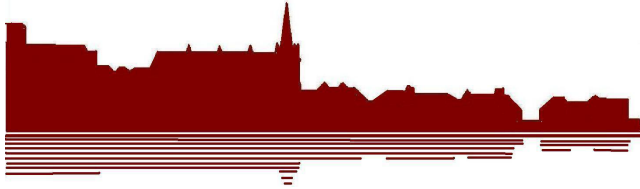
Report Author: Jeremy Parkhouse

For Information

1. Introduction

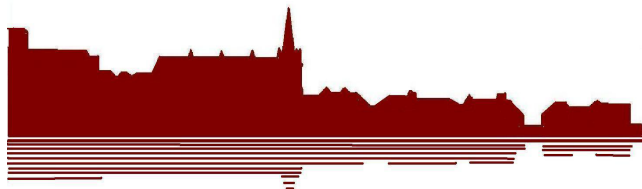
- 1.1 During the course of Community Council and Committee meetings, various actions may be decided which are recorded on the minutes of the meetings.
- 1.2 The Action Tracker has been formulated to allow actions to be monitored.
- 1.3 An Action Tracker has been created which records the decisions taken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

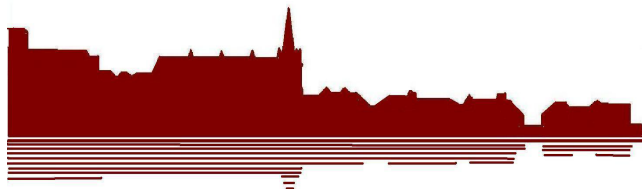


Appendix 1

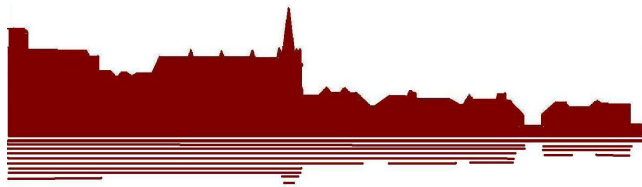
Action Tracker	
Details	Outcome / Action
1) 24/01/2023 – Finance Committee – Minute 61 - The Finance and Governance Toolkit for Community and Town Councils – To Review Part 1 – The Health Check – Themes A and B	
Finance & Governance Toolkit	<ul style="list-style-type: none"> Email addresses provided 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 – Files removed to Penclawdd Community Centre.
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



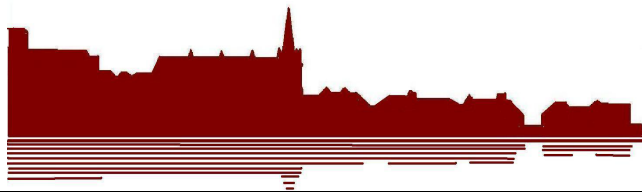
6)	02/09/25 – Finance Committee - Minute No.16 – Quarterly Discussion with the Grounds Maintenance Contractor	
	<ul style="list-style-type: none"> Marking tennis courts. The work was included into the GMC work programme. 	ONGOING
	<ul style="list-style-type: none"> Fencing at Llanmorlais Tennis Courts. 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"> 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.
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. 	CLOSED – Duplicate with No.24
	<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. 	CLOSED Gates installed and grant application submitted.
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. 	CLOSED – Duplicate with No.24.
	<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.



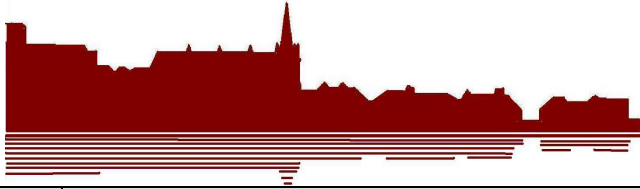
19)	15/01/26 – Council – Minute No. 87a – Accounts for Payment	
	<ul style="list-style-type: none"> Quotation 1 – the verbal quotation for emergency repair work at Penclawdd Rugby Pavilion for £100 provided to the Chair by Penclawdd Forge, be approved. 	ONGOING
	<ul style="list-style-type: none"> Quotation 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). 	CLOSED – Work completed.
	<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. 	CLOSED – Duplicate with No.24
20)	15/01/26 – Council – Minute No. 89 – Council Property / Community Projects / Burial Grounds	
	<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"> 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 progress update. 	ONGOING
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>	CLOSED – Planning application submitted and Penclawdd AFC to attend Council on 16/04/2026 to finalise the grant application.
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"> 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



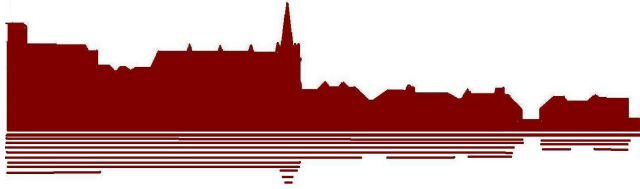
	<ul style="list-style-type: none"> Removal / replacement of stock fencing at Graig Y Coed – 3 quotations be sought. 	ONGOING
25)	12/02/26 – Council – Minute No. 101 – Council Property / Community Projects / Burial Grounds	
	<ul style="list-style-type: none"> Land at Llanmorlais Cross – The possibility 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.
26)	03/03/26 – Finance Committee – Minute No. 52 – Quarterly Discussion with the Grounds Maintenance Contractor – Quarter 3 2025-26	
	<ul style="list-style-type: none"> Llanmorlais Recreation Ground - JD to provide a quotation to clear the run-off ditch. 	ONGOING
	<ul style="list-style-type: none"> 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. 	CLOSED – Bin requested.
	<ul style="list-style-type: none"> 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. <p>The Clerk is to place notices on the remaining equipment asking for it to be removed</p>	CLOSED – Quotation approved. CLOSED – Notices placed.
	<ul style="list-style-type: none"> St Gwynour's Cemetery - JD to provide a quotation to prepare the ground to seed wildflowers. 	ONGOING – Clerk to investigate Swansea Council grants.
	<ul style="list-style-type: none"> Memorial Gardens – A new plinth was required to hold the wreaths on the Memorial stone. The Clerk to investigate the options available. 	ONGOING
	<ul style="list-style-type: none"> Metal door at Bowls Pavilion – This would require repair. JD to provide quotation in respect of the repair. 	ONGOING
27)	03/03/26 – Finance Committee – Minute No. 54 – Financial Report	
	<ul style="list-style-type: none"> Councillor Paul Tucker would contact Penclawdd Forge regarding the required work at Penclawdd Rugby Pavilion. 	ONGOING
	<ul style="list-style-type: none"> The amended quotation for £7,075.00 including VAT was agreed and will be reported to Council with a recommendation of approval. 	CLOSED - Approved
	<ul style="list-style-type: none"> 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 – On Hold
	<ul style="list-style-type: none"> 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. 	CLOSED – Contracts approved.
28)	03/03/26 – Finance Committee – Minute No. 55 – Items Referred to the Finance Committee by Council	
	<ul style="list-style-type: none"> Dunvant Bowls Club - the Clerk requests that Blue Anchor Men provide their feedback before the Council meeting on 19th March 2026. 	CLOSED – Dunvant Bowls stated that the £250 fee was too expensive.
29)	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. 	CLOSED – Grant awarded



	<ul style="list-style-type: none"> the Clerk investigates prices for the cost of installation / supply of Wi-Fi at Penclawdd Community Centre. 	ONGOING
30)	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
31)	19/03/26 – Council – Minute No. 109 – Community Reports	
	The Clerk referred to an email from South Wales Police which asked Community Councils in Gower to consider attending joint quarterly meetings with South Wales Police Officers.	CLOSED – Response forwarded outlining the Council's preference.
32)	19/03/26 – Council – Minute No. 110a – Reports of the Clerk - Accounts for Payment - Quotations	
	<ul style="list-style-type: none"> Hanging baskets 2026 – Additional planter at Riverside – The quotation for £7,075 (including VAT) provided by Swansea Council, be approved. 	CLOSED – Approved.
	<ul style="list-style-type: none"> The replacement of Rugby Posts at Graig Y Coed be placed on hold, subject to further discussions with the Grounds Maintenance Contractor regarding the longevity of the current repairs. 	ONGOING – On Hold.
	<ul style="list-style-type: none"> Spectator Stand Access Path – The quotation for £7,500 (No VAT) provided by Gower Building Co. be approved. 	ONGOING – Approved subject to grant funding.
	<ul style="list-style-type: none"> Concrete Base for 2 x Dugouts - The quotation for £6,000 (plus VAT) provided by R D Jones Building Ltd, be approved. 	ONGOING – Approved subject to grant funding.
	<ul style="list-style-type: none"> Concrete Base for Spectator Stand - The quotation for £6,000 (plus VAT) provided by R D Jones Building Ltd, be approved. 	ONGOING – Approved subject to grant funding.
	<ul style="list-style-type: none"> Planning Consultancy at Parc Dan Y Graig – The quotation for £650 (No VAT), including possible additions for £750 (Plus VAT) for Preliminary Ecological Survey and £1,000 (No VAT) for Transport Statement, be approved. 	CLOSED – Invoice paid and planning application submitted.
	<ul style="list-style-type: none"> Redressing the surface of the Foreshore Car Park – The quotation for £680 (Plus VAT) provided by Jonathan Davis & Son, be approved and the Clerk be requested to write to all businesses near to the Car Park and cockle firms to ask for donations towards the redressing. 	ONGOING – Approved.
	<ul style="list-style-type: none"> General Tidy of Bottom End of the Car Park Area (40m x 9m) – The quotation for £2,193.60 (Plus VAT) provided by Jonathan Davis & Son, be approved. 	ONGOING – Approved.
	<ul style="list-style-type: none"> Annual Playground Inspections of Penclawdd and Crofty Playgrounds – The quotation for £380 (Plus VAT) provided by The Play Inspection Company Ltd, be approved. 	ONGOING – Approved, subject to work being completed in approximately 12 weeks.
33)	19/03/26 – Council – Minute No. 110c – Reports of the Clerk – Correspondence	
	Llanmorlais Carnival Committee – Request to hold the Llanmorlais Carnival on Saturday, 27th June 2026 / The Community Council to place an advert in the Carnival programme.	CLOSED – The date and agreement to place an advert in the carnival programme were approved.
	Blue Anchor Men Bowls Club – Draft response to Dunvant Bowls Club.	CLOSED - Dunvant Bowls stated that the £250 fee was too expensive.



	D Rees – Issue at Parc Hendy Cemetery.	CLOSED – Additional email received from D Rees.
34)	19/03/26 – Council – Minute No. 111 – Committee / Working Group Reports	
	Finance Committee - Grants and Donations – North Gower Food Bank.	CLOSED - £500 be awarded to North Gower Food Bank under the Power of Well-being (Local Government Act 2000).
35)	19/03/26 – Council – Minute No. 112 – Council Property / Community Projects / Burial Grounds	
	<ul style="list-style-type: none"> • Parc Dan Y Graig – the Planning application for the new facilities be approved and includes a footpath around the boundary of the pitch. 	CLOSED – Approved.
	<ul style="list-style-type: none"> • Foreshore Car Park – Councillor Andrew Williams and the Clerk would attend a meeting with Welsh Government on 26th March 2026. The various options available for parking the vehicles / trailers of the cockle gatherers were discussed. 	CLOSED - 1) the Chair, Councillor Andrew Williams and the Clerk meet at the Foreshore Car Park to look at the options available. 2) the Clerk continues to attempt to contact Benson Estates to progress a potential 20-year lease which could provide additional parking.
36)	19/03/26 – Council – Minute No. 113 – Swansea Council Issues - Footpaths	
	The Clerk would contact Swansea Council to establish the position regarding the contract to maintain the footpaths in 2026.	CLOSED – The contract is currently out to tender.



Appendix F

Llanrhidian Higher Community Council – 16th April 2026

Draft Annual Report 2025-2026

The Local Government and Elections (Wales) Act 2021 required that all Councils must provide an annual report, which will be due for publication as soon as practicable after 1st April in any given year.

The Community Council's Annual Report for 2025-2026 is based upon the Annual Plan 2025-2026, which gives information about the Community Council, the activities it carried out and progress against its priorities for 2025-2026.

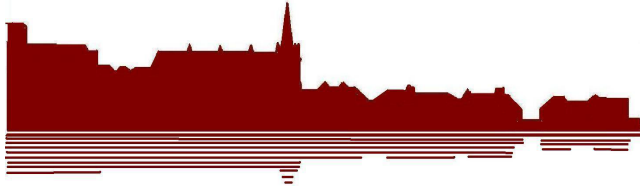
The Annual Report is attached at Appendix A.

Recommendation: It is recommended that the Draft Annual Report 2025-2026 be agreed and presented to the Annual Meeting with a recommendation of approval.

Jeremy Parkhouse

Clerk to the Community Council

10th April 2026

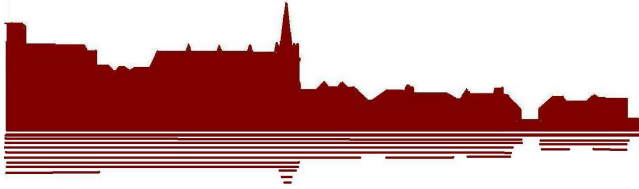


Llanrhidian Higher Community Council
Cyngor Cymuned Llanrhidian Uchaf

Appendix A

Llanrhidian Higher Community Council

Annual Report 2025-2026



Llanrhidian Higher Community Council

The Community Council consists of 10 Councillor positions who are appointed through election or co-option and the current term is from 2022-2027. Councillors were elected at the Local Government elections in May 2022 and their details are provided on the next page.

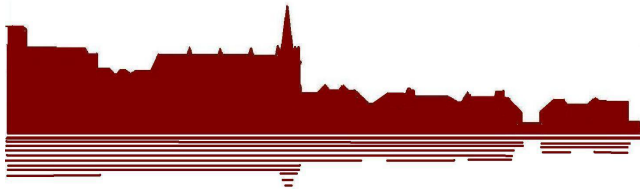
The Council employs one part-time employee who is the Clerk:

Mr Jeremy Parkhouse, Clerk and Responsible Finance Officer.

The Council meets every month each Municipal Year (except August & December when the Council is in recess), normally on the third Thursday of each month and holds its Annual Meeting during May. The dates of the Council meetings are provided in the report. The Council also has a Finance Committee (meets at least 4 times a year), a Personnel Committee (meets at least twice a year) and an Events & Projects Committee (meets at least twice a year).

All meetings are advertised on the Council's website www.llanrhidianhighercommunitycouncil.co.uk and on the noticeboard situated in the Memorial Gardens, Penclawdd.

The public are welcome to attend meetings and there is an item on every agenda where the public have up to 10 minutes to ask questions relating to any agenda items.



Councillors

Penclawdd Ward

Huw Davies (Independent)

cllr.h.davies@llanrhidianhighercommunitycouncil.co.uk

Russell Garrington (Independent)

cllr.r.garrington@llanrhidianhighercommunitycouncil.co.uk

Leanne Davies (Independent)

cllr.l.davies@llanrhidianhighercommunitycouncil.co.uk

Paul Tucker (Chair) (Independent)

Telephone: - 850496

Andrew Williams (Labour Party)

cllr.andrew.williams@swansea.gov.uk

Adam Woolliscroft (Independent)

cllr.a.woolliscroft@llanrhidianhighercommunitycouncil.co.uk

Llanmorlais Ward

Sarah Hughes (Independent)

cllr.s.hughes@llanrhidianhighercommunitycouncil.co.uk

James Matthews (Labour Party)

cllr.j.matthews@llanrhidianhighercommunitycouncil.co.uk

Melissa Roberts (Labour Party)

Telephone: - 851192

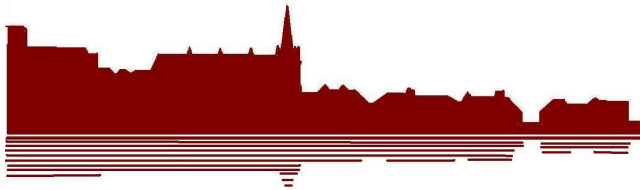
Mike Sheehan (Vice Chair) (Welsh Liberal Democrats)

cllr.m.sheehan@llanrhidianhighercommunitycouncil.co.uk

Clerk to the Community Council

Jeremy Parkhouse

clerk@llanrhidianhighercommunitycouncil.co.uk



DATES OF COUNCIL MEETINGS – 2025/2026

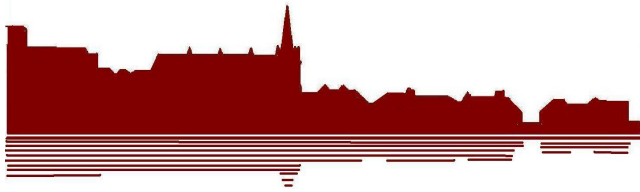
Meetings Commenced at 7 p.m. on the following dates: -

15th May 2025 (Annual Meeting)	-	Penclawdd Community Centre
19th June 2025	-	Penclawdd Community Centre
17th July 2025	-	Penclawdd Community Centre
August 2025	-	Council in Recess
18th September 2025	-	Penclawdd Community Centre
16th October 2025	-	Penclawdd Community Centre
20th November 2025	-	Penclawdd Community Centre
December 2025	-	Council in Recess
15th January 2026	-	Penclawdd Community Centre
12th February 2026	-	Penclawdd Community Centre
19th March 2026	-	Penclawdd Community Centre
16th April 2026	-	Penclawdd Community Centre

Community Council Property

The Council currently manages the following sites and employs a ground maintenance contractor to manage its property: -

- Penclawdd Recreation Ground, including the Rugby Pavilion, Bowls / Weights Pavilion, Bowls Green and Tennis Courts.
- Dan Y Graig Football Pavilion, Changing Rooms and Playing Field.
- Llanmorlais Recreation Ground, including Pavilion, MUGA, Tennis Courts, Skateboard Park and Playing Field.
- Graig Y Coed Playing Fields (1 Football and 1 Rugby) and Pavilion (Leased from Swansea Council).
- Crofty Playground (Leased from National Trust)
- Penclawdd Playground (Leased from Somerset Trust (Duke of Beaufort)).
- Foreshore Car Park, Penclawdd (Leased from Somerset Trust (Duke of Beaufort)).
- Memorial Gardens.
- Mount Hermon Chapel, Cemetery and Car Park, Penclawdd.
- Parc Hendy Cemetery, Penclawdd.
- Graig Y Coed Woodland Project (Leased from Swansea Council).
- Graig Y Coed Community Shed.



Financial Details

The Council's financial details for 2025/26 are as follows: -

- Council Precept – The Council Precept for 2025-2026 was £184,051.68 (£114.46 per Band D property).
- The total Income for 2025-2026 was £232,441.57.
- The total expenditure for 2025-2026 was £219,036.89.
- Annual Governance Statement for Years Ended 31st March 2022, 2024 and 2025 – Approved as ‘unqualified’ audits by Audit Wales (External Auditor).

Progress of Council Priorities

The Council agreed the following as its priorities for 2025/26: -

	Priority	Progress
1)	To work in partnership with the Penclawdd Ward Member to finalise Graig Y Coed Community Shed / Woodland project and associated works.	Graig Y Coed Community Shed was formally opened by Councillor Rob Stewart, Leader of Swansea Council in July 2025 and its membership and output continues to grow.
2)	To organise the 2025 Remembrance Sunday service.	The 2025 Remembrance Service was held on Sunday, 9 th November 2025.
3)	To continue to oversee the transfer of graves at Mount Hermon / Parc Hendy Cemeteries onto Edge IT software.	Progress is ongoing and will significantly increase in 2026/2027.
4)	To work towards the resolution of issues at the Foreshore Car Park.	The Council's appointed solicitors have not received a response from the Somerset Trust (Duke of Beaufort).
5)	To organise CPR training and to monitor the defibrillators within the Ward.	The training was organized in September 2026 and was well attended.

Llanrhidian Higher Community Council – 16th April 2026

Draft Annual Plan 2026-2027

Welcome to the Community Council's Draft Annual Report for 2026-2027.

The report gives information about the Community Council, the activities it carries out and its priorities for the forthcoming year.

A complete list of all Community Councillors is included on the next page of the report, where you will also find details of how to contact them.

Recommendation: It is recommended that the Draft Annual Plan 2026-2027 be agreed and presented to the Annual Meeting with a recommendation of approval.

Jeremy Parkhouse

Clerk to the Community Council

10th April 2026

Llanrhidian Higher Community Council - Vision

'Working towards healthy, prosperous, caring, attractive and environmentally friendly communities'.

Core Values

The following core values set the foundation for Llanrhidian Higher Community Council, providing a clear direction for everything that happens within our day to day operations. Through applying these values into our decision making, we hope to achieve the aim of our vision statement.

Community:

Recognising the community has a right to be included in decisions that affect them. Our work will be community focused; working collaboratively with councillors, employees, contractors, partners and everybody in the community to understand and proactively respond to the changing needs of the people we serve.

Transparent:

We will develop a transparent culture and build visibility into our decision-making process and actions to build trust.

Integrity:

We uphold the highest standards of integrity in all that we do.

Respectful:

We will be respectful of each other, valuing the uniqueness and diversity of each individual and group within the community.

Collaborative:

We work in collaboration and promote positive communication and creativity.

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Clerk to the Community Council

Jeremy Parkhouse

clerk@llanrhidianhighercommunitycouncil.co.uk

The Community Council consists of 10 Councillors, none of whom receive remuneration. Councillors are appointed through election or co-option and the current term is from 2022-2027. Councillors were elected at the Local Government elections in May 2027.

The Council employs one part-time employee who is the Clerk:

Mr Jeremy Parkhouse, Clerk and Responsible Finance Officer

The Council meets 10 times per year, normally on the third Thursday of each month and holds its Annual Meeting during May. The dates of the Council meetings are attached on the next page. The Council also has Finance, Personnel and Events & Projects Committees.

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The public are welcome to attend meetings and there is an item on every agenda where the public have up to 10 minutes to ask questions relating to any agenda items.

DATES OF COUNCIL MEETINGS – 2026/2027

Meetings Commence at 7 p.m. on the following dates: -

21st May 2026 (Annual Meeting)	- Penclawdd Community Centre
18th June 2026	- Penclawdd Community Centre
16th July 2026	- Penclawdd Community Centre
August 2026	- Council in Recess
17th September 2026	- Penclawdd Community Centre
15th October 2026	- Penclawdd Community Centre
19th November 2026	- Penclawdd Community Centre
December 2026	- Council in Recess
14th January 2027	- Penclawdd Community Centre
18th February 2027	- Penclawdd Community Centre
18th March 2027	- Penclawdd Community Centre
15th April 2027	- Penclawdd Community Centre
20th May 2027 (First Annual Meeting)	- Penclawdd Community Centre

Council Property

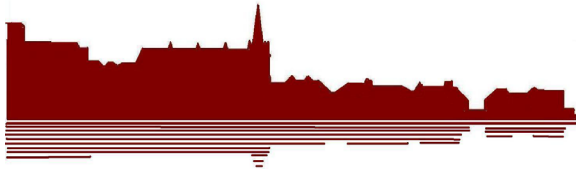
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- Mount Hermon Chapel, Cemetery and Car Park, Penclawdd.
- Parc Hendy Cemetery, Penclawdd.
- Graig Y Coed Woodland Project (Leased from Swansea Council).
- Graig Y Coed Community Shed.

Council Priorities

The Council has highlighted the following as its priorities for 2026/27: -

1)	To organise the 2026 Remembrance Sunday service.
2)	To continue to oversee the transfer of graves at Mount Hermon / Parc Hendy Cemeteries onto Edge IT software.
3)	To oversee the transfer of ownership of St Gwynour's Cemetery, Llanyrnewydd to the Community Council.
4)	To work towards the resolution of issues at the Foreshore Car Park.
5)	To organise CPR training and to monitor the defibrillators within the Ward.
6)	To continue with the training programme for Councillors / the Clerk.
7)	To oversee the increase in hours of the Clerk to full-time (37 hours a week).



Item No. 9

Council – 16th April 2026

Council Property / Community Projects / Burial Grounds

1. Dan Y Graig

Penclawdd AFC volunteers have plastered the inside of the café area and will be undertaking painting very soon. The Community Council has agreed to cover the cost of materials.

The planning application in respect of the path, stand and dugouts has been submitted for approval. Penclawdd AFC will attend the Council meeting on 16th April 2026 to discuss and approve the final grant submission.

A site visit took place on 8th April 2026 to address the concerns of neighbours to the planning application. Issues raised included match day parking concerns, the height of the spectator stand, the potential for more spectators to attend games due to the stand being in place and general access to the pitch.

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. An additional quotation is required.

3. Foreshore Car Park / Penclawdd Playground

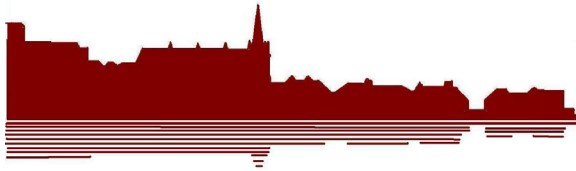
The boating equipment has been cleared from the car park and the quotation to clear the weeds and redress the area and the main thoroughfare of the car park, has been approved by the Council.

Benson Estates have not responded to Community Council requests.

Councillor Andrew Williams and the Clerk attended a meeting arranged by Welsh Government regarding the opening of the cockle beds in the Burry Inlet. A meeting at the car park has been arranged with Nathan Wyre, Welsh Government at 10 a.m. on Friday, 17th April 2026.

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.

A building surveyor is required to assess the buildings.

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.

New doors / shutters are also needed for both changing room doors.

The Community Council files have been moved to Penclawdd Community Centre. A building surveyor is required to assess the building.

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.

9. Graig Y Coed

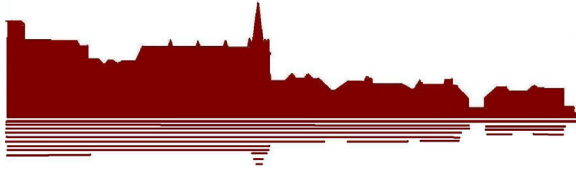
New roller shutters were installed for the storage area and kitchen at the Pavilion. The Community Shed are now storing wood behind the shutters in the changing rooms. A building surveyor is required to assess the building, particularly the kitchen area.

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.

Playground inspections will be taking place in June / July 2026.

12. Graig Y Coed Woodland Project / Community Shed

The Shed are using 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

8th April 2026

Item No. 10

Council – 16th April 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)	An additional area for wildflower planting has been requested.
4)	The CWOTS team have been requested to undertake work around the ward.
5)	Highways have been requested to ask contractors to correct some issues on the resurfacing work on the B4295 Llanmorlais to Llanrhidian stretch. This should be completed shortly.
6)	I have been attempting to contact Richard Southall, Benson Estates regarding car parking at the Dock, Penclawdd.
7)	I attended a meeting with the Clerk, organised by Welsh Government officials, which discussed the forthcoming cockle season in the Burry Inlet.
8)	Litter picking has been carried out in the Ward.
9)	I have agreed funding out of my community budget to support Llanmorlais carnival.

2) Planning Applications.

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

3) Footpaths, Cycle Paths and Bridleways.

No report.

9th April 2026