

Minutes of the Meeting of Council

Held at Penclawdd Community Centre

On Thursday, 18th January 2024 at 7.00pm.

Present: Councillor Paul Tucker (Chair) presided

Councillors: Huw Davies, John Davies, Colin Guy, Sarah Hughes,
Melissa Roberts, Andrew Williams and Adam Woolliscroft

Officers: Jeremy Parkhouse – Clerk to the Community Council

101. Apologies for Absence

Apologies for absence were received from Councillors Leanne Davies and James Matthews.

102. Disclosures of Personal and Prejudicial Interests

In accordance with the Code of Conduct adopted by Llanrhidian Higher Community Council, no interests were declared.

103. Minutes

Resolved that: -

- 1) The Minutes of the Council meeting held on 16th November 2023 be approved and signed as a correct record, subject to the following amendment: -

Minute No.81 – Report of Brian Farr, Local Area Co-ordinator – delete the word ‘from’ out of the first line of the second paragraph, which should read ‘He stated that he had increased new introductions to over 90’.

- 2) The Minutes of the Extraordinary Council meeting held on 6th December 2023 be approved and signed as a correct record, subject to the following amendment: -

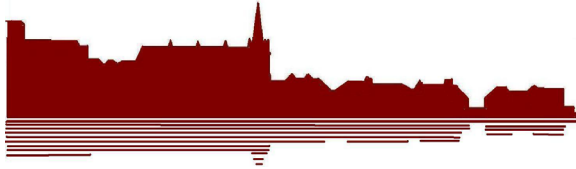
Amend the title of Minute No.93 to Drainage at Graig Y Coed Football Pitch.

- 3) The Minutes of the Extraordinary Council meeting held on 4th January 2024 be approved and signed as a correct record.

104. Chairs Announcements

The Chair made the following announcements: -

- Site Visit to Parc Dan Y Graig by Cymru Football Federation – The site visit from Sara Green went very well and was very positive. Once the work had been



completed the Clerk would arrange an opening ceremony, inviting the Cymru Football Federation to attend.

105. Public Question Time

None.

106. Police Report on Local Matters

The Clerk reported a written report provided by South Wales Police regarding local issues between 31st October and 31st December 2023. The Council discussed the issues outlined in the report.

107. Budget Report 2024/25

The Clerk presented the Budget Report 2024/25.

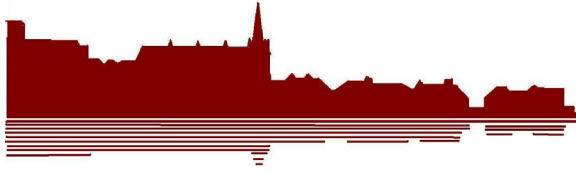
Appendix A provided the Financial Budget Comparison for the remainder of 2023/24 and provided the Budget for 2024/25 including the increase of 10% in the precept recommended by the Finance Committee and Council on 16th November 2023. The Clerk noted that the number of Band D properties had increased from 1159 to 1599 properties which would result in a precept increase from £164,427.73 to £168,646.53 if there was no increase to the precept. It was added that the Finance Committee and Council were not aware of this change when recommending a 10% increase in order to agree a balanced budget. A 7% increase was required to provide a precept of £180,447.15.

It was added that as part of the budget monitoring process, reports had been provided to all Community Council / Finance Committee meetings in order for income and expenditure to be monitored. The Clerk outlined the budget information in detail, highlighting the income / expenditure and the level of Reserves, including the CCLA investment. It was noted that up to £90,000 would be spent from the reserves on the Parc Dan Y Graig, Penclawdd Playground, Bowls Pavilion and Graig Y Coed Woodland projects within the next 6 months.

The Council currently had 1599 Band D equivalent properties and the proposals for 2024/25 would increase the precept to £180,447.15 which would be £112.85 per Band D property.

Resolved that: -

- 1) The Budget figures for the remainder of 2022/23 be noted.
- 2) The level of Reserves / CCLA investment be noted and set at £50,000 for 2024/25.
- 3) The Budget for 2024/25 be agreed.
- 4) Swansea Council be informed that the Precept be increased by 7% to £180,447.15, £112.85 per Band D property.
- 5) Swansea Council be informed of the figures by 31st January 2024.



108. To Approve the Draft Community Council Safeguarding Policy

The Clerk presented for approval the Draft Community Council Safeguarding Policy.

Resolved that: -

- 1) The Safeguarding Policy be adopted.
- 2) The Policy be reviewed prior to the end of January 2025.

109. 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 highlighted: -

Additional Invoices for Payment

- £480 – Andrew Evans – Emergency Roofing Repairs to the old Parc Dan Y Graig Pavilion.
- £360 – P T Sims – Removal and Decommissioning of showers in the old Parc Dan Y Graig Pavilion.
- £130 – Honorarium – Key holder – Mrs D Phillips
- £130 – Honorarium – Key holder – Mr M Hughes

Additional Income

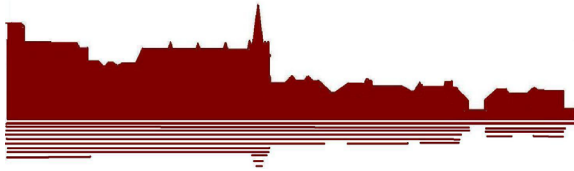
- £81 – Penclawdd RFC – Programme printing
- £1,526 – Burial to depth of 3 – Mount Hermon Cemetery
- £260.97 – Swansea Junior Football League – Hire of Llanmorlais

Quotations

- a) Stone dressing of paths at Graig Y Coed Woodland Project.
- b) Re-establishment of steps to path from Graig Y Coed perimeter path to the Graig footpath.
- c) Semi-permanent car park markings at Llanmorlais Car Park.
- d) Installation of ACO drainage channels to Llanmorlais Hall Car Park.
- e) Repairs to drainage on Graig Y Coed Football Field.

Resolved that: -

- 1) The payments / additional payments / amendments be approved.
- 2) The accounts paid since 16th November 2023 meeting be noted and agreed.

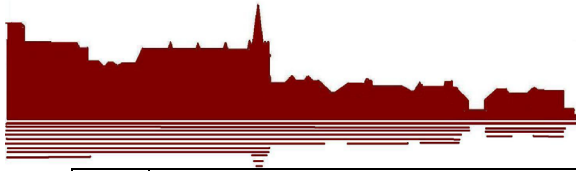


- 3) The income / additional income be noted.
- 4) The bank reconciliation, bank transfers and bank account balances be noted and agreed.
- 5) The CCLA investment income be noted.
- 6) Quotation a) provided by Jonathan Davis for £5,486.42 be approved.
- 7) Quotation b) provided by Jonathan Davis be noted and the work placed on hold.
- 8) Quotation c) provided by Jonathan Davis be noted and Llanmorlais Hall Committee be requested to contribute / discuss alternative options.
- 9) Quotation d) provided by Jonathan Davis for £979.50 be approved.
- 10) Quotation e) provided by Jonathan Davis be placed on hold, subject to additional information being received from Swansea Council regarding the drainage system.

b) Correspondence

The correspondence reported by the Clerk was provided at Appendix B of the report. All correspondence was noted, and actions / comments were made in respect of the following: -

	Details	Action / Comments
1.	Swansea Council – Swansea Community Review.	Comments to be made when draft report is available.
6.	Swansea Council Rural Anchor – RA080 – Grant application in principle – Graig Y Coed Woodland Project.	The Clerk stated that he had to attend a meeting on Tuesday in order for the grant to be approved. He added that Jonathan Davis was prepared to commence the work within the next fortnight.
	Additional Correspondence	
9.	Swansea Council – Community Town Council Forum – 5pm on Monday, 4 th March 2024.	Noted.
10.	Jonathan Davis – Request to move storage container to area behind the wooden shelter on the Bowls Green to store specialised equipment.	Approved.
11.	Penclawdd AFC – Requests regarding Graig Y Coed / Parc Dan Y Graig.	<ol style="list-style-type: none"> 1. Signage at Parc Dan Y Graig – Club to organise. 2. Mower Part – JD to try to source second hand part. 3. 9x9 marking behind Graig Y Coed Rugby Pitch – approved. 4. Marking Rugby Pitch with coloured football markings and installing mobile goals. Club to mark



		following first mark – approved. 5. Clearing grassed area at entrance to Parc Dan Y Graig and installing chippings to allow additional parking – Jonathan Davis be asked to provide a quotation.
12.	Confirmation letter in respect of ERF Funding for Penclawdd Playground.	Clerk had signed and returned the offer document and funding would be made in approximately 5 working days.
13.	Penclawdd Community Centre – Letter of thanks in respect of donation.	Noted.

Resolved that:

- 1) All correspondence be noted.
- 2) The actions outlined in the list of correspondence be completed.

d) Work Plan 2023/24

The Clerk reported the up-to-date Work Programme 2023-24 ‘for information’.

e) Community Council Action Tracker

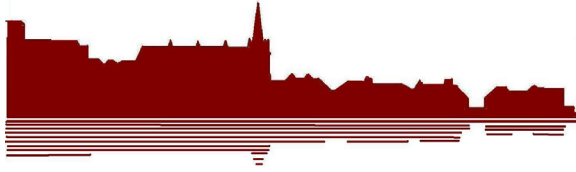
The Community Council Action Tracker was provided ‘for information’. All completed actions would be deleted.

110. Committee Reports

1) Events & Projects Committee

Councillor Adam Woolliscroft provided the Community Council with an update regarding progress since the appointment of the preferred contractor and various options were circulated for discussion. It was added that a meeting with the contractor would be arranged next week.

Councillor Andrew Williams stated that he would pay for the Penclawdd Playground climbing frame to be re-installed at Crofty Playground, from his community budget and requested Council authority to proceed.



Resolved that: -

- 1) The contents of the progress update be noted.
- 2) The request by Councillor Andrew Williams as outlined above, be approved.

111. 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 incidents of fly-tipping and was requested to follow-up on progress.
- Defibrillators – The Clerk was requested to obtain quotations to manage all the Community Council's defibrillators.

112. 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 months. The following were also discussed:

- Sandbags – Swansea Council would provide sandbags which would be stored in a suitable location.
- Lane past Tirzah Chapel – Clerk to find out if the lane is private land as the streetlight is covered in ivy and required clearing.
- Land at Station – Cars were still parking on the grass and causing damage. Clerk to follow-up.

b) Planning

No discussions.

c) Footpaths

No discussions.

113. Outside Bodies

No reports.

The meeting ended at 9.03 pm

Chair