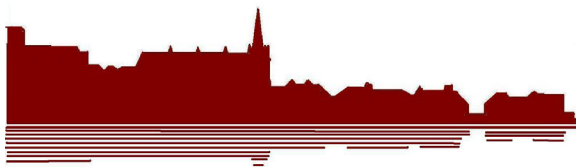
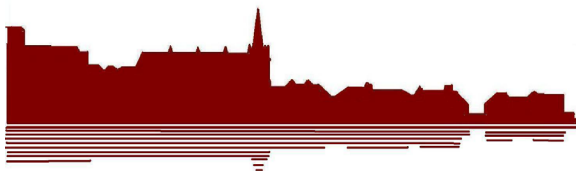


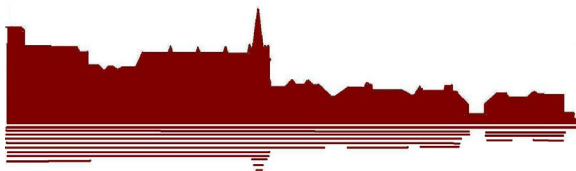
Minutes of the Meeting of Council	
Held at Penclawdd Community Centre	
On Thursday, 18th June 2026 at 7.00pm.	
Present:	Councillor Paul Tucker (Chair) presided
Councillors:	Huw Davies, Leanne Davies, Russell Garrington, Sarah Hughes, James Matthews, Melissa Roberts, Mike Sheehan and Andrew Williams
Officers:	Jeremy Parkhouse - Clerk to the Community Council
20. Apologies for Absence	
	Apologies for absence were received from Councillors James Matthews and Adam Woolliscroft.
21. To Receive Disclosures of Personal and Prejudicial Interests	
	In accordance with the Code of Conduct adopted by Llanrhidian Higher Community Council, no interests were declared.
22. Minutes	
	Resolved that the Minutes of the Annual Meeting of Council held on 21 st May 2026, be approved and signed as a correct record, subject to the following amendment: -
	Minute No.11 – Constitutional Matters 2026/27 – Paragraph 1 – amend ‘appoints’ to appoint’.
23. Chair’s Announcements	
	The Chair announced the following: -
	Foreshore Car Park – Following a meeting earlier in June, the Chair had spoken to John Davies MS. The issues faced by the Community Council had been raised with Llyr Gruffydd, Cabinet Member for Rural Resilience and Sustainability. Any developments would be reported back to the Community Council.



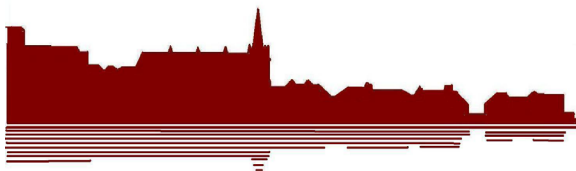
24. Public Question Time	
	None.
25. Community Reports – South Wales Police	
	There were no South Wales Police officers present.
26. To Approve the Report of the Internal Auditor – Internal Audit for the Year Ended 31st March 2026 and to sign the Annual Governance Statement.	
	The Clerk presented the report of Lyn Llewellyn, Internal Auditor regarding the Annual Return for the year ended 31st March 2026. The work undertaken by the Internal Auditor and the appropriate sections of the Annual Governance Statement were outlined.
	The Council thanked the Clerk for his work on the accounts / Annual Governance Statement.
	Resolved that: -
	1) The report of the Internal Auditor for Annual Return for the year ended 31st March 2026 be approved.
	2) The Annual Return be signed by the Chair and Clerk and forwarded to the External Auditor for approval.
27. To Appoint an Internal Auditor for the Financial Year Ending 31st March 2027.	
	The Clerk presented a report which sought to appoint an Internal Auditor for the financial year ended 31st March 2027.
	Resolved that: -
	1) Lyn Llewellyn be appointed Internal Auditor for the financial year ending 31st March 2027.
	2) The terms of reference for the Internal Audit be noted and approved.
28. To Approve Councillor Expenses 2025/2026.	
	The Clerk presented a report which sought approval of the Councillor Allowances for the 2025-2026 Financial Year.



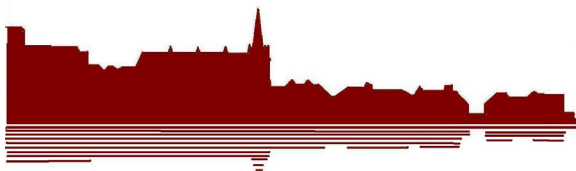
	Resolved that: -		
	1) The Councillor Expenses 2025/26 at Appendix A be approved.		
	2) The Councillor Expenses 2025/26 are published on the Community Council website.		
	3) The Councillor Expenses 2024/25 are forwarded to the Democracy and Boundary Commission Cymru (DBCC).		
29.	Reports of the Clerk		
	a) Accounts for Payment / Quotations		
	The accounts for payment were provided at Appendix A of the report.		
	The following were also discussed: -		
	<u>Additional Expenditure</u>		
	£75 – Currys Cloud Storage (Repayment of the Clerk) £67.78 – Adobe Annual Fee		
	<u>Additional Income</u>		
	£150 – J Hitchins – Memorial Permit at Parc Hendy Cemetery		
	<u>Quotations</u>		
	A list of quotations / outstanding issues was provided.		
	1) The payments / additional payments / amendments be approved.		
	2) The payments paid since 21 st May 2026 meeting be noted and agreed.		
	3) The income / additional income be noted.		
	4) The bank reconciliation, bank transfers and bank account balances be noted and agreed.		
	5) The CCLA investment income be noted.		
	6) The actions in respect of the following quotations be approved / noted: -		
		Quotation Details	Action
	1.	Removal of ivy from fence at Parc Dan Y Graig and treatment of the roots.	Additional quotation reported. Chair and Clerk visit the site and speak to the owner of the adjoining property regarding access.



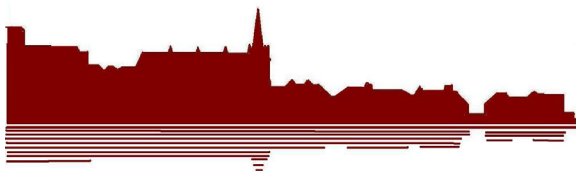
2.	Repair of grave at Parc Hendy Cemetery.	Clerk to arrange a quote for a retaining wall.
3.	Removal / replacement of stock fencing at Graig Y Coed.	Awaiting additional quotations.
4.	Replacement of tennis court fencing at Llanmorlais.	Site visit identified the option to remove current fencing of court backing onto the MUGA and remove vegetation from the bank between the courts / MUGA. A quotation would be requested.
5.	Replacement Rugby Posts at Graig Y Coed.	Health & safety concerns have been raised regarding the current posts. Councillor Andrew Williams would approach Swansea Council regarding replacement posts.
6.	Clearance of run-off ditch at Llanmorlais Recreation Ground.	Awaiting quotation.
7.	Repair of Metal Door at Bowls Pavilion.	Awaiting quotation.
8.	Cyber Security Insurance	Resolved that the quotation for £420.25 provided by Clear Insurance, be approved.
9.	Marquee, flooring and stage – Remembrance Sunday 2026.	Resolved that the quotation for £660 (including VAT) provided by Gower Events & Equipment Hire Ltd, be approved.
10.	Transfer of burial / cremation records onto software.	The Clerk reported that there was no additional cost to provide this service by Edge IT.
11.	Mapping for St Gwynour's Cemetery.	Awaiting quotation.
12.	Replacement fence at Parc Hendy Cemetery and topsoil to repair ground adjacent to entrance road.	Clerk to ask Ground Maintenance Contractor for a quotation.
13.	Emergency repair to roof at Llanmorlais Changing Rooms.	The Clerk reported that emergency repair works to fix roof leaks were



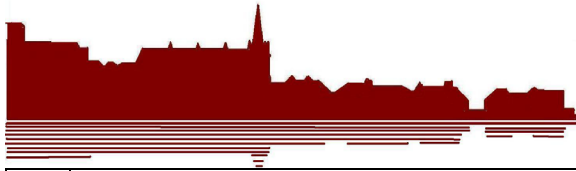
			required. Resolved that the outline quotation for £850 provided by Andrew Evans, be approved.	
			b) To Monitor the Council Budget 2026-2027	
			The Clerk presented the up-to-date Council budget spends for 2026-2027. The high spend during May / June was noted	
			He added that the 2025-2026 files would have to be transported to Audit Wales in Cardiff early in August 2026.	
			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: -	
			1) Item 6 – Somerset Trust – Resolved that the Clerk seeks an update from Somerset Trust.	
			2) Item 7 – One Voice Wales – Practice Development Notes – Resolved that the Clerk research Martyn's Law / undertakes appropriate training in respect of future Remembrance Sunday services.	
			3) Item 8 – Swansea Council – Penclawdd Brass Band Hall – Request for a CAT – Councillor Andrew Williams updated the meeting regarding progress. A meeting will be held on 2 nd July 2026 with Education Department and an update would be provided to the next meeting.	
			<u>Additional Correspondence</u>	
			• SLCC – Confirmation of Remembrance and Town & Parish Councils training on 30 th June 2026 – Clerk to attend.	
			d) Work Plan 2026/2027	
			The report was provided for information.	
			e) Community Council Action Tracker	
			The report was provided for information. The following were discussed: -	



	Item 19 – Land at Llanmorlais Cross – It was noted that the grass needed cutting and the surrounding fence was in disrepair. Resolved that the Clerk contacts the owners to establish if they are interested in selling the land.
	Item 36 – Himalayan Balsam – The Chair noted that the Clerk had responded to all requests regarding this issue and had taken the issue as far as possible on behalf of the Community Council. Resolved that the Clerk seeks further advice on the issue from Swansea Council.
30.	Committee / Working Group Reports
	None.
31.	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 – The Clerk reported that he had forwarded suggestions raised by the Police in respect of parking during match days. The football club would consider the issues raised and report back. Councillor Andrew Williams added that he had sought a quotation regarding installing double yellow lines from Mill Street down to the parking layby at Nurses Corner. He had consulted with residents and received positive feedback regarding the proposal.
	2) Defibrillators - The Chair, Councillor Andrew Williams and the Clerk discussed adding an additional defibrillator cabinet at Station Square, Penclawdd with David Nicholas, Life Support Training and Safety, who had a spare defibrillator unit which could be used at the site. He requested that a cabinet be purchased to house the defibrillator. Resolved that the Community Council and Councillor Andrew Williams each contribute £250 each to purchase a new cabinet. Councillor Leanne Davies stated that potential grant funding was available to purchase defibrillators. She would let the Clerk know the funding source.
	3) Community Shed – Councillor Andrew Williams reported that the Community Shed wanted to expand and add a new container to the site. It had been confirmed that Planning consent was not required. The Shed would look for grant funding for the new container.
	It was added that the Shed had recently completed and installed a new noticeboard at Crofty Supermarket & Post Office. A photograph of the new



	noticeboard to include Shed members and Councillors would be organised.
	4) Lay-by Opposite Graig Y Coed Playing Fields – The Clerk queried if the Community Council were still interested in pursuing a community asset transfer (CAT) of the land. Resolved that the CAT still be pursued.
	5) Registration of Dunraven / Quarry at Victoria Road – Councillors highlighted that the land had been fenced off by neighbouring properties. The Clerk would query progress with the Council's Solicitors.
32.	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: -
	Road repairs – It was outlined that repairs had been completed at the Rhallt. It was added that Highways would be asked to complete additional works. Councillor Leanne Davies highlighted a dangerous pothole between the old Penuel Chapel and the Bryn which was causing cars to cross to the wrong side of the road on a bend and was dangerous. The Chair commented that the road at Osborne Place was in a poor state of repair and needed addressing. Councillor Andrew Williams would notify Highways regarding the road surface issues.
	Weeds at Pen Y Lan – Councillor Huw Davies stated that there was an overgrowth of weeds throughout Pen Y Lan. Councillor Andrew Williams would ask for the weeds to be cleared as soon as possible.
	Lay-by opposite Graig Y Coed – The Chair stated that the overgrowth surrounding the memorial bench needed cutting back. Councillor Andrew Williams would inform the CWOTS Team.
	c) Footpaths
	Councillor Andrew Williams stated that Swansea Council had finally awarded the contract to cut footpaths, but work was delayed due to the slow administrative process.



33.	Outside Bodies
	Gower National Landscape Advisory Group – Monday, 22nd June 2026 at 6pm. The Chair would attend.
	The meeting ended at 8.31 p.m.
	Chair