

COUNCIL SUMMONS

You are hereby summoned to attend a meeting of the LLWCHWR TOWN COUNCIL to be held at the Welfare Hall, Woodlands Road, Loughor and to be held on a remote basis in accordance with the provisions of the Local Government and Elections (Wales) Act 2021 and by means of Microsoft Teams on Monday NEXT the 5th February, 2024 commencing at 7.15pm.

Press and Public are invited to attend online but should give prior notice to the Clerk at clerk@llwchwrtauncouncil.gov.uk and detail any question they wish to submit. The agenda will be as follows-

1. Mayor's Announcements
2. Apologies for absence.
3. To receive disclosures of Personal Interests from Members under the Council's Code of Conduct.
(Note: Members are requested to identify the item number and subject matter that their Personal Interest relates to. Where the Personal Interest is a Prejudicial Interest they must withdraw from the meeting while that item of business is discussed.)
4. To confirm the Minutes of the Meeting of Council held on the 15th January, 2024 (copy enclosed).
5. To consider matters arising from the Minutes, if any.
6. To receive the Minutes of the meeting of the Welfare Hall Management Committee/Trustees held on the 15th January, 2024 (copy enclosed).
7. To receive the Minutes of the Functions Sub-Committee held on the 15th January, 2024 (copy enclosed).
8. To receive a Presentation from Welsh Water.
9. To receive a report on current policing activity.
10. To consider correspondence received, if any.
11. To receive reports from Members attending meetings/functions.
12. To consider the Report of the Clerk (copy enclosed).
13. To consider the Planning Report (copy enclosed).
14. Any other business which the Chair determines to be urgent.
15. To consider passing a resolution to exclude the press and public during consideration of the next item of business due to the confidential nature of the matters to be considered.
16. To consider the Further Report of the Clerk (copy attached).

Dated this 1st February, 2024.

Clerk to the Council

CYNGOR TREF LLWCHWR

LLWCHWR TOWN COUNCIL

**Minutes of the Meeting of Llwrchwyr Town Council held at the Welfare Hall,
Woodlands Road, Loughor on the 15th January, 2024.**

PRESENT: Councillor Christine Richards (Chair)
Councillors J. Bowen , A. Davis, I. James, A. Phillips, C. Phillips,
R. Smith and W. Smith.

(At the Welfare Hall : 7.20 pm – 7.53 pm)

110. MAYORS ANNOUNCEMENTS

This item was deferred until the February Meeting of the Town Council.

111. APOLOGIES

There were apologies for absence from Councillors S. Beynon, M. Davis, K. Roberts, P. Parsons, D. Walters, N. Walters, M. Williams, J. Williams and R. Williams.

112. DECLARATIONS OF INTEREST

There were no Declarations of Interest.

113. MINUTES OF COUNCIL

It was **RESOLVED** that the Minutes of the Meeting of Council held on the 4th December, 2023 be confirmed as a correct record.

114. MATTERS ARISING

Councillor Jeff Bowen raised a matter in respect of Minute No.105(k)-why had a defibrillator unit been installed outside the Spar Store when there was a unit already in place close to the Jireh Church; the Clerk was asked to investigate.

115. WELFARE HALL MANAGEMENT COMMITTEE/TRUSTEES

The Minutes of the Meeting of the Welfare Hall Management Committee/ Trustees held on the 4th December, 2023 were noted and agreed.

116. FUNCTIONS SUB COMMITTEE

The Minutes of the Meeting of the Functions Sub Committee held on the 4th December, 2023 were noted and agreed.

117. BUDGET WORKING PARTY

The Minutes of the Budget Working Party held on the 11th January,2024 were received and circulated to Members.

118. POLICE REPORT

No Report had been received from the Police and P.C.S.O. Iestyn Davies was not in attendance-Members expressed their disappointment.

119. CORRESPONDENCE

No correspondence had been received.

120. MEMBERS REPORTS

Members recently attended Gorseinon Fire Station-there was a demonstration of the new equipment to assist with calls regarding water pollution and flooding.

121. REPORT OF THE CLERK

(a) Police Matters

No Police Report had been received.

(b) Accounts for Payment

It was **RESOLVED** that the following payments be authorised-

Kingsbridge Printers	£144.00
Norton Utilities	£89.99

And it was **NOTED** that as regards the Newsletter-

- i)the Clerk to seek advice whether a Newsletter is legally required
- ii)the Mayor to confirm whether he wishes a new Newsletter before the AGM in May
- iii)Newsletter to be no longer printed but placed on Council's website and social media

(c) Grants

(i) ALN Connect Gorseinon

The Clerk's Report was **NOTED** and it was **RESOLVED** that the Clerk write to the organisation-

- more specific information as to what any Grant funding be used for and
- offer the organisation space in the Welfare Hall at the normal hire rate but inform them that a reciprocal Grant could be offered

(ii) Urdd Gobaith Cymru

The Clerk's Report was **NOTED** and it was **RESOLVED** that the Clerk inform the organisation that the Town Council do not generally award Grant funding to national bodies but that the Town Council does support the local activities carried out by the Urdd.

(d)Budget

The Clerk's Report was **NOTED** and it was **RESOLVED** that-

- i)the Minutes of the Budget Working Party held on the 11th January,2024 be received and approved and that the Clerk's Report as so amended be adopted
- ii)the Budget for the Welfare Hall as attached to the Clerk's Report(and for the avoidance of doubt as attached to these Minutes) be accepted and adopted
- iii)the Budget for the Town Council as so amended(and which for the avoidance of doubt is attached to these Minutes) be accepted and adopted
- iv)the Precept for the Financial Year 2024/2025 be set at £149,570.00.

(e)Zero Hour-Climate and Ecology Bill

The Clerk's Report was **NOTED** and it was **FURTHER NOTED** that Councillor Jeff Bowen would attend the School and make initial arrangements for the proposed Meeting between Members and Pupils.

(f)Flooding on Culfor Road

The Clerk's Report was **NOTED** and it was **RESOLVED** that a representative of Welsh Water be invited to attend the February Meeting of the Town Council.

(g)Community and Town Council's Forum

The Clerk's Report was **NOTED** and it was **RESOLVED** that the Clerk e mail the Contractor carrying out the Works to the Porch so that a Quotation could be obtained which could form the basis of a Grant Application to the Welsh Church Act Fund.

It was **FURTHER RESOLVED** that the Policy, Pay and Personnel Sub Committee next consider an Environmental Policy to be adopted by the Town Council.

(i)Digital Training

The Clerk's Report was **NOTED**.

122. PLANNING REPORT

The Council considered the following planning applications upon which the observations of the Town Council had been sought

i)Application No.2023/2644

It was **RESOLVED** that there would be no objection to the Application.

ii)Application No.2023/2684

It was **RESOLVED** that there would be no objection to the Application.

iii)Application No.2023/1859

It was **RESOLVED** that there would be no objection to the Application.

iv)Application No.2023/2587

It was **RESOLVED** that there would be no objection to the Application.

123. URGENT ITEMS

There were no urgent items.

124. EXCLUSION OF THE PRESS AND PUBLIC

It was **RESOLVED** that the press and public be excluded from the meeting during the discussion of the next item due to the confidential nature of the matter under discussion.

125. FURTHER REPORT OF THE CLERK

(a) Payments

It was **RESOLVED** that the payments referred to in the Report be authorised.

(b) Receipts and Payments

The Clerk's Report was **NOTED**.

Chair

CYNGOR TREF LLWCHWR

LLWCHWR TOWN COUNCIL

Minutes of the Meeting of the Welfare Hall Management Committee/Trustees held at the Welfare Hall, Woodlands Road, Loughor on the 15th January, 2024.

PRESENT: Councillors J. Bowen, I. James (Joint Chairs)
Councillors A. Davis, A. Phillips, C. Phillips, C. Richards, R. Smith
and W. Smith,

(At the Welfare Hall: 7.05 pm – 7.19 pm)

39. APOLOGIES

There were apologies for absence from Councillors S. Beynon, M. Davis, P. Parsons, K. Roberts, D. Walters, N. Walters, M. Williams, J. Williams and R. Williams.

40. DECLARATIONS OF INTEREST

There were no Declarations of Interest.

41. MINUTES

It was **RESOLVED** that the Minutes of the Meeting held on the 4th December, 2023 be confirmed as a correct record.

42. MATTERS ARISING

The Clerk reported as regards Minute No.38 that the Contractor had carried out inspections and servicing of the Fire and Intruder Alarm systems and that there was nothing to report.

43. REPORT OF THE CLERK

(a) Payments

It was noted that the following payment had been made by Direct Debit-
Virgin Media £70.80

The following payment was authorised-
Signwriter £60.00

(b) Users

The Clerk's Report was **NOTED** and it was further **NOTED**

1-a new Bowls Group may start up in the Hall

2-it was the 90th anniversary of the Hall in 2024 and it would be appropriate to hold celebratory events

3-two groups had ceased operating at the Hall namely Pilates and OAP's and it would be appropriate to consider advertising on social media, the Council's

website, the SA4 Magazine(payment authorised) as well as contacting the Local Area co ordinators to see if local groups required space
4-Members wished to consider the current hire charges in the February Meeting

(c) Refurbishment Works

(i) Painting

The Clerk's Report was **NOTED**.

(ii) Grant

The Clerk's Report was **NOTED**.

(iii) Plumbing Works

The Clerk's Report was **NOTED**.

(iv) Porch

The Clerk's Report and verbal update by Councillor Jeff Bowen were **NOTED**.

(v) External Fire Escape

The Clerk's Report and verbal update by Councillor Jeff Bowen were **NOTED**.

(d) Asbestos

The Clerk's Report was **NOTED** and it was **RESOLVED** that-

1-Swansea Council carry out an annual visit at a cost of £200.00

2-all the Council's Contractors be supplied with a copy of Swansea Council's

Asbestos Report; there is no requirement, at present, to commission a R & D

Asbestos Survey-all Contractors to sign a Form confirming that they have read

the Report

3-Caretaker to be supplied with the Report and be instructed to have regard to any damage by ACMs

4-Swansea Council's fee of £750.00 be authorised.

(f) Receipts and Payments

The Clerk's Report was **NOTED**.

44. URGENT ITEMS

There were no Urgent Items.

Chair

CYNGOR TREF LLWCHWR

LLWCHWR TOWN COUNCIL

Minutes of the Meeting of the Functions Sub Committee held at the Welfare Hall, Woodlands Road, Loughor on the 15th January 2024.

PRESENT: Councillor Christine Richards (Chair)
Councillors J. Bowen , A. Davis, I.James, A. Phillips, C. Phillips,
R. Smith and W. Smith.

(At the Welfare Hall : 7.54 pm – 8.07 pm)

39. APOLOGIES

There were apologies for absence from Councillors S. Beynon, M. Davis, K. Roberts, P. Parsons, D. Walters, N. Walters, M. Williams, J. Williams and R. Williams.

40. DECLARATIONS OF INTEREST

There were no Declarations of Interest.

41. MINUTES

It was **RESOLVED** that the Minutes of the Meeting held on the 4th December,2023 be confirmed as a correct record.

42. MATTERS ARISING

There were no matters arising.

43. CLERK'S REPORT

a)Cawl a Chan 2024

The Clerk's Report was **NOTED** and it was **RESOLVED** that-

i)Councillor David Walter's son would amend the Poster

ii)price to remain at £5.00

iii)the Mayor of Gorseinon and Consort be invited

iv)ticket money receipts and raffle proceeds to be paid into the Mayor's Account and bar takings to be paid into the main Town Council Account

v)tickets be distributed to Members at the February Meeting

b)Annual Dinner 2024

The Clerk's Report was **NOTED**.

c)Awards Evening 2024

The Clerk's Report was **NOTED** and it was **FURTHER NOTED** that Councillor Jeff Bowen asked Members for nominations.

d)Other Events

The Clerk's Report was **NOTED** and it was **FURTHER NOTED** that the Welfare Hall was celebrating its 90th Anniversary-Members discussed possible Events including-

-Afternoon Tea and Concert with Loughor Town Band-invite local residents-
memories could be collected and filmed

-Folk Club/Sea Shanties

-Cabaret/West End Musical

-Craft Fayres

-Involve local Schools-Art exhibitions and Coffee Mornings

-Warm spaces

-Charity Shops-Fashion Show

-1930's theme

44. OTHER COUNCIL FUNCTIONS

No other Functions were discussed.

Chair

Agenda Item 12

LLWCHWR TOWN COUNCIL

Date 5th February,2024

REPORT OF THE CLERK

CONTENTS

1-Police Matters

2-Accounts for Payment

3-Grants

4-Defibrillators

5-Flooding on Culfor Road

6-Newsletter

7-Cost of Living Allowance

8-Website

Dated this 1st February,2024.

Agenda Item 12

LLWCHWR TOWN COUNCIL

FULL COUNCIL

Date 5th February,2024

Report of the Clerk

CONTENTS

1-Police Matters

At the time of writing this Report no Police Report has been received.

2-Accounts for Payment

The following Accounts need to be authorised-

Viking Signs	£19.73
Information Commissioner fee	£40.00
Clarity Copiers	£121.32

3-Grants

a)British Heart Foundation (to be provided for under S.137 Local Government Act 1972

The Clerk has received the following e mail-

“I hope that you and members of the Town Council are well. I thought I would get in contact to let you know about British Heart Foundation Go Red campaign throughout the month of February.

With your support during heart month, we can save and improve lives. Everyone has a heart that’s precious to someone else. A devoted mum or dad, a beloved grandparent or family member, an irreplaceable friend or colleague. When just one heart stops, so many more can be devastated. During February people are encouraged to ‘Go Red’ as a symbol of support for heart month and to raise awareness of heart and circulatory disease. This could be anything from, organising a coffee morning event, dressing in red for a day for donations - the possibilities really are endless.

Participating in Heart Month and the Go Red campaign can help individuals become more informed about heart health and inspire us to make positive changes to our lifestyle choices to reduce the risk of heart disease. With around 7.6 million people in the UK currently suffering with some form of heart-related condition, it has never been more crucial to continue our fight to save and improve more lives by investing in lifesaving research.”

The Clerk asked specifically if the organisation were requesting Grant funding and received the following reply-“would be delighted to receive a donation.”

The organisation is a registered Charity and has £4,500.00 in the Bank-it has not previously received Grant funding from the Town Council.

4-Defibrillators

The Clerk sets out the Minute from the last Meeting-

“Councillor Jeff Bowen raised a matter in respect of Minute No.105(k)-why had a defibrillator unit been installed outside the Spar Store when there was a unit already in place close to the Jireh Church; the Clerk was asked to investigate.”

The Clerk has contacted HeartBeat Trust who confirm that they are working in partnership with Swansea installing new units.

The Clerk has now received the following e mail-

“Hi Nigel,

With the information you have provided regarding the existing defibrillator at Jireh Church, I agree that the installation of the defibrillator at Spar was a mistake - they are too close together.

The responsibility for this is solely with the charity, Heartbeat Trust, who was managing this on behalf of Swansea Council.

Under an initiative titled "*Retail Project*", we were attempting to install 24-hour publicly accessible defibrillators at retail hubs which served the local community for their daily provisions. However, it was never intended to place a defibrillator where there was already one within 300 yards.

The information we relied upon is a combination of what is recorded on the Circuit (the national register), google maps and site visits. Somehow, this defibrillator fell through our filters.

Arguably, the defibrillator at the Spar Stores has a greater presence given that it is on the main road and more easily seen. However, given its proximity to the church defibrillator, it should really not be there.

We now have two options:

1. To simply leave both defibrillators in situ; or
2. To remove the defibrillator

The argument for option 1 depends on how old is the defibrillator at the church? Will the Church defibrillator need to be replaced in next few years? If so, you could decide to leave both and simply not replace the church defibrillator when it expires.

Otherwise, option 2 becomes more attractive. Heartbeat can easily relocate the Spar defibrillator to another location where it will be more needed. If the Town Council has an alternative location we will relocate the defibrillator there, otherwise we will select another area that might benefit more from this defibrillator.

In this option, one might consider leaving a notice on the wall informing people where the nearest defibrillator is (i.e., the church).

I will leave this with you Nigel and the Town Council to decide which of the two options you prefer to adopt.

I am grateful for you bringing this matter to our notice.

Henry



Henry Gilbert
Chair of Board of Trustees
Heartbeat Trust UK
Tel: 07775 824223
Email: henry@heartbeattrustuk.co.uk

The Clerk has asked the Council's Maintenance Contractor if he can confirm when the unit at the Jireh was installed and when its operational life is likely to cease ;the Clerk may be able to give a verbal update.

5-Flooding on Culfor Road

Members will recall that Councillor Michael Williams is leading on this matter and that enquiries are being pursued with both Welsh Water and Swansea Council.

Representatives of Welsh Water have been invited to this Meeting.

Councillor Williams has met the Principal Engineer of Swansea Council on site and on the 24th January sent this e mail to him-

"Hi Mike

My thanks to you and leuan for coming out to look at the flooding issues on Culfor Road.

I have attached some images and video footage to show the extent of the problems there and why we, as a Town Council, are concerned about the volume of water that is flowing onto the roads and walkways.

In terms of the flooding on Culfor Road I believe the site visit was very successful, especially with the timely intervention of the Landowner, Mr Roger Bessant, who gave us invaluable information about the drainage systems in the area.

I hope we can look into some of the options we discussed and make progress.

I won't be able to get all the images in one email so I will follow up with others.

Thank you again for all your help.

Mike”

The photographs taken by Councillor Williams will be distributed to Members prior to the Meeting.

Councillor Williams may be able to give a verbal update.

6-Newsletter

The following advice has been received from OVW-

“Many Councils produce newsletters as a means of communicating with residents but I can confirm that there is no legal duty to do so.”

7-Cost of Living Allowance

The Clerk sets out below an extract from his Budget Report-

“Cost of Living Allowance

This item has arisen due to the e mail from OVW set out below-it is proposed to have an allowance of £1,000.00.

“ Cost-of-Living – Community and Town Council activity in Wales

As you may already be aware, a new team has been established by One Voice Wales to consider the Wales wide community response to the cost-of-living challenges being experienced by our people across the spectrum. The Cost-of-Living Crisis Team are really looking forward to engaging with you all online, in person and at specific events to explore the activities and events your council are currently involved with and talk more about any ideas and plans you may have for future events and initiatives.

We would like to showcase, celebrate, and communicate to the local council sector the Community and Town Councils who are making a significant contribution for the benefit of communities during these challenging times. We would like to take forwards examples of best practice to your neighbouring councils and those throughout Wales to share the experiences skills and learning you have all adopted so far in promoting resilience within our communities. We plan to do this in several ways via in person,

online, workshops, webinars, activity days and via Social Media promotion of all your best work on favoured platforms.

With all that in mind, and as Council's are setting or have set their precepts for the next financial year, we would be very interested to know if your council has set aside funding for such projects or if you have considered doing so as a means of offering your services some continuity for the next year and beyond? If not, please take this as a friendly prompt that this may need to be something to consider- if you have chance - as you finalise your precept. Likewise, if your Council is considering doing something but feels it needs help and support, we want to hear from you so that we can record the difference having a support team makes over the cost-of-living crisis programme period.

Over the course of the next two and a half years, we will be aiming to capture as much evidence on the activity and spend on the cost-of-living crisis by community and town councils and will be reporting our findings to Welsh Government as well as key partner organisations such as Unitary Authorities and the Third Sector. One of the aims will be to encourage greater collaborative working with community and town councils.

We look forward to hearing from you. Please email the Cost-of-Living Crisis Team at One Voice Wales on CoLC@onevoicewales.wales “

Members views are sought generally.

8-Website

Councillor Judith Williams will give a general update.

Dated 1st February,2024

Clerk to the Council

Agenda Item 13

LLWCHWR TOWN COUNCIL

Date 5th February,2024

PLANNING REPORT

1-Planning Applications

No Planning Applications have been received this month.

Not for publication due to the confidential nature of the Report

LLWCHWR TOWN COUNCIL

Date 5th February,2024

FURTHER REPORT OF THE CLERK

1-Payments

N. Havard –Salary	£1,548.51
N. Havard – Office Expenses	£130.00
HMRC – Tax/N.I.	£399.91
N. Livings – Salary	£2,138.40
HMRC – Tax/N.I.	£798.87

2-Receipts and Payments

The current receipts and payments are attached.

Dated this 1st February,2024

Clerk to the Council