



## LLWCHWR Town Council Full Council Meeting 8<sup>th</sup> April, 2024 Decision List



### Councillors Present

S. Beynon, J. Bowen, I. James, P. Parsons, A. Phillips, C. Phillips, C. Richards, K. Roberts (remote attendance), R. Smith, W. Smith, D. Walters, M. Williams and J. Williams.

### Apologies

A. Davis, M. Davis, N. Walters and R. Williams.

### Declarations of Interest

Councillors C. Richards and W. Smith - Town Council Meeting - Personal Interest - Nomination for Mayor and Deputy Mayor for Municipal Year 2024/2025.

### Welfare Hall Management Committee

	<i><b>DECISION</b></i>	<i><b>ACTION</b></i>	<i><b>By When</b></i>	<i><b>Date ACHIEVED</b></i>
1.	Evac Chair maintenance contract £121.20 payment	<b>Clerk</b> make payment	done	
2.	Liftech maintenance contract £222.00 payment	<b>Clerk</b> make payment	done	
3.	List of Outstanding Works as set out in Councillor Jeff Bowen's Inspection Report will be itemised separately in Ongoing List of Decisions and current status noted	Ongoing		
4.	Submit WCA Grant for Electrical and Porch Works	<b>Clerk</b> to submit Grant Application after receipt of relevant information from Contractors		
5.	Payment to Contractor for plumbing/radiator works now authorised	<b>Clerk</b> to make payment	done	
6.	Platinum Contractors - safety inspection and maintenance of boilers and cooker £234.00 payment	<b>Clerk</b> to make payment	done	
7.	Further broadband booster/range extender required  Payment authorised	<b>Clerk</b> to purchase equipment		
8.	New Plastic cups to be ordered	<b>Clerk</b> to purchase equipment  <b>Clerk</b> to procure sign	done	

	Hot water risk sign to be placed in kitchen			
	<b>Town Council Meeting</b>			
9.	List of Decisions will now become item 4 on the main Town Council Agenda	Ongoing		
10.	Laundering of tablecloths £102.00 payment	<b>Clerk</b> to make payment	done	
11.	WIX £201.60 payment	<b>Clerk</b> to make payment	done	
12.	Office Power £62.99 payment	<b>Clerk</b> to make payment	done	
13.	Food Donation Crate payment £31.79	<b>Clerk</b> to make payment	done	
14.	Cawl a Chan expenses-Cllr. I.James payment £128.07	<b>Clerk</b> to make payment	done	
15.	Cawl a Chan expenses-Cllr. C. Richards payment £38.34	<b>Clerk</b> to make payment	done	
16.	Vaughtons-Mayors Badge payment £110.89	<b>Clerk</b> to make payment	done	
17.	RBS payment £230.40	<b>Clerk</b> to make payment	done	
18.	SA4 Magazine payment £60.00	<b>Clerk</b> to make payment	done	
19.	Grant awarded to West Street Gymnastics Centre £600.00	<b>Mayor</b> to make Presentation	Awards Evening	
20.	Members Remuneration All Members to be paid Extra Costs Allowance of £156.00 unless they opt out by e mailing Clerk to this effect by the 30 <sup>th</sup> April All Members to receive £52.00 towards consumables Mayor's Allowance to be determined at the AGM	<b>Clerk</b> to make payments after the 30 <sup>th</sup> April		
21.	OneVoiceWales £1,789.00 payment	<b>Clerk</b> to make payment		
22.	Proposals for Mayor and Deputy Mayor for the Municipal Year 2024/2025 Councillor C. Richards Mayor Elect Councillor W. Smith Deputy Mayor Elect	Official appointments to be declared at AGM		
23.	Newsletter, I.T., Website and Social Media Sub Committee i)Whats App Group to be set up ii)in respect of Social Media WGLA Guidance to be sent to all Members Website administrator to be Clerk Facebook administrators to be Councillors C. Richards and K. Roberts	<b>i)Clerk</b> to be administrator <b>and Members</b> to supply Clerk with their telephone numbers  <b>ii)Clerk</b> to send Guidance to Members <b>Clerk</b> to set up Twitter Account		

	<p>Council to set up dormant Twitter Account</p> <p>iii)Social Media Protocol Councillors C. Richards and J. Williams to approve Policy document as drafted by the Clerk</p> <p>iv)Online Calendar Council to adopt TeamUp system</p>			
<b>24.</b>	<p>Flooding on Culfor Road</p> <p>i)Active Travel to be invited to the Town Council Meeting to be held on the 29<sup>th</sup> April and Welsh Water to be invited to the June Meeting</p> <p>ii)consider holding a public Meeting and informing adjoining Councils</p> <p>iii)not heard from Swansea Council's Rights of Way Officer or Principal Engineer</p>	<p><b>iv)Clerk</b> to be administrator</p> <p><b>i)Clerk</b> to make arrangements and <b>Members</b> to formulate questions</p> <p><b>iii)Clerk</b> to pursue</p>		
<b>25.</b>	<p>Parc Solar Caenewydd Town Council to forward previous comments to Planning Inspectorate</p>	<b>Clerk</b> to send		
<b>26.</b>	<p>Planning Applications</p> <p>i)Application No.2024/0479 No objection</p> <p>ii)Application No.2024/0484 No Objection provided lopping refers only to trimming and does not mean cutting right down on the tree and removing all the branches; tree should be professionally trimmed.</p>	<b>ii)Clerk</b> to forward Objection to the Planning Department of Swansea Council		
<b>27.</b>	<p>Payments referred to in the Further Report of the Clerk- authorised</p>	<b>Clerk</b> to make payments		
<b>Meeting of Functions Sub-Committee</b>				
<b>28.</b>	<p>Council to purchase D Day Flag</p>	<b>Clerk</b> to make payment		

1.	<p><b>Ongoing Decisions</b></p> <p>Councillor J. Bowen’s Inspection Report-matters to be listed individually; priority matters in bold</p> <ul style="list-style-type: none"> <li>i)Porch dog sign outside bilingual, no smoking in porch sign, sign saying wheelchair users assistance to get into Chamber</li> <li><b>ii)toilets-hot water signs above taps</b></li> <li><b>iii)kitchen hot water sign above tap</b></li> <li>iv)main hall wheel chair remains with lift sign</li> <li>v)stage fire sign on door and exterior door fire sign</li> <li>vi)chamber two fire exit signs and evacuation sign</li> <li>vi)downstairs fire exit sign on door and on beam above stairs</li> <li>vii)two fire exit signs in turning room, one hazard strip above small door and mind your head out of turning room</li> <li>viii)canteen fire exit sign</li> <li>ix)evacuation signs in main hall and upstairs</li> <li><b>x)outside lights down path to woodwork room and upgrade outside light-one needed on corner where cars are parked</b></li> <li><b>xi)aluminium nosing for steps-some are in bad way and dangerous</b></li> <li><b>xii)eco friendly lights for building-toilets to have lights automatic on and off save electricity</b></li> <li>xiii)repainting building</li> <li>xiv)refurbish toilets</li> <li>xv)refurbish kitchen</li> <li>xvi)Hall floor</li> <li>xvii)Caretaker to look for floor brackets so screen can go on upstairs wall</li> <li>xviii)blinds go up before deep cleaning so curtains can be down when is tower scaffold</li> </ul>	<p><b>Urgent matters-Contractors instructed and signs ordered</b></p>		

	<p>xix)window cleaner to clean inside windows-Caretaker knows one</p> <p>2. Testing of Fire Alarms and lighting</p> <p>3. One list of all Council defibrillators and dates when they are serviced, to be presented to Council every 6 months. The list to be kept updated and checked to ensure regular services are taking place</p>	<p><b>Caretaker</b> to carry out 3 monthly inspections and make a record in his official diary-<b>Clerk</b> to initial</p> <p><b>Clerk</b> to make next Report in the September Meeting of the Town Council</p>		
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