

CYNGOR TREF LLWCHWR

LLWCHWR TOWN COUNCIL

Minutes of the Meeting of Llŵchwr Town Council held at the Welfare Hall, Woodlands Road, on the 2nd December 2024 7.15pm

Attendees:	Councillor C. Richards (Chair) Councillors J. Bowen, M. Davis, I James, A. Phillips, R. Smith, W. Smith, N. Walters, D. Walters, J. Williams, M Williams, and C. Phillips.
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Main Meeting Discussion Points:

TC1224-113	MAYORS ANNOUNCEMENTS 9.11.24 - Visited Busy Bees. Volunteer group that is working out of New Lodge. They raised funds for local causes and run a car-boot sale and food share. They have toys so Mayor Richards put them in contact with Sharing Table & Casllwchwr food share with Consort 10.11.24 - Remembrance Sunday- St David's, followed by Loughor Monument. Kingsbridge Cemetery then evening performance of Jospeh & his Technicolour Dreamcoat in Gowerton went with Consort, this was a fund raising event set up by Joan Lewis 18.11.24 - Pay & Personnel Sub Committee 19.11.24 - visited Chroma Music at St Catherine's to present grant of £200 with Consort 23.11.24 Chroma music concert St Catherine's with Consort 28.11.24 Lantern parade Consort otherwise engaged 29.11.24 Light up Loughor with Consort. Poured down, cancelled part of the proceedings 01.12.24 St John's Ambulance Carol Service with Consort
TC1224-114	APOLOGIES There were apologies for absence from Councillors S. Beynon, A. Davis, P. Parsons, K. Roberts and R. Williams.
TC1224-115	PUBLIC PARTICIPATION No members of the public were present and there were no representations from the public prior to the meeting commencing.
TC1224-116	DECLARATION OF INTEREST None
TC1224-117	LIST OF DECISIONS & ACTIONS These were noted and updated.
TC1224-118	MINUTES OF COUNCIL

	It was RESOLVED that the Minutes of the Meeting of the Council held on the 4 th November 2024 be confirmed as a correct record.
TC1224-119	MATTERS ARISING There were no matters arising
TC1224-120	WELFARE HALL MANAGEMENT COMMITTEE/TRUSTEES The Minutes of the Meeting of the Welfare Hall Management Committee/Trustees held on the 4 th November 2024 were noted and agreed
TC1224-121	FUNCTIONS SUB-COMMITTEE The Minutes of the Meeting of the Functions Sub Committee held on the 4 th November 2024 were noted and agreed.
TC1224-122	POLICE REPORT Part of Clerk's report
TC1224-123	MEMBERS REPORTS Councillor I. James provided an update on the Lantern Parade, went very well, the laser show instead of the fireworks was well received and there have been excellent reports from local community.
TC1224-124	MODEL FINANCIAL REGULATIONS The regulations to follow are good advice, Clerk to review BACS payment process and compare it to the advice provided
TC1224-125	CORRESPONDENCE All part of the Clerk's report
TC1224-126	REPORT OF THE CLERK a) Police Matters Clerk's report was NOTED . Cllr Richards queried what the other occurrences were. With regard stats for violence what is the number for domestic violence. Cllr J Williams advised that the nail bar in Gorseinon High Street had been shut down for a period of time, they believed the issues were not just illegal immigration but also women were under coercive control. Lot of suspicion around nail bars, barbers, etc. The stats and crime reports don't seem to report on what's actually happening in the area, there has never been any records in relation to illegal drugs in the area. Clerk to email PCSO for a further breakdown of stats. b) Accounts for Payment It was RESOLVED that the payments listed were authorised to be paid c) Correspondence Clerk's report was NOTED it was RESOLVED that the clerk would forward the email from C. Sweeney to the County Councillors d) Grant/Funding Applications

	<p>The Clerk's Report was NOTED and it was RESOLVED that the Clerk should respond to Cllr K Roberts to advise that the Council were over the moon with the work done, it was a brilliant idea and a huge bonus for the local community.</p> <p>e) Grant Requests The Clerk's report was NOTED and it was RESOLVED that the Clerk should respond to the Urdd and advise them that they are happy to donate £220 but that it must be for a local pupil. Cllr N. Walters Nominated. Cllr J Williams seconded. ALL AGREED. One Heart Drummers grant of £200 Cllr J. Bowen nominated and Cllr D Walters seconded. ALL AGREED.</p> <p>f) One Voice Wales emails Clerks report was NOTED - Peace Building Ambassadors, this was a worthy cause but this was something that many would sign up to individually, not as a council. Guidelines about email and procurement and using cloud for digital storage both of these should be referred to IT sub committee. Top 10 things for councils to do, Clerk to compare what is being done with this list and advise Council of what we still need to do.</p> <p>g) Training The Clerk's report was NOTED Councillor Richards urged councillors to go on to the training courses. Clerk to draw up a training plan. Cllr N Walters suggested a reminder being sent every quarter on what training is coming up to 3 to 6 months.</p> <p>h) Wales/Swansea/Governing Committees The clerk's Report was NOTED</p> <p>i) SLCC Membership The Clerk's Report was NOTED and it was RESOLVED that the Clerk should pay the Membership fee.</p> <p>j) Hanging Baskets and Flowers The Clerk's report was NOTED it was RESOLVED that there would be amendments to the list provided in the report. 3 x barrier troughs by the Fire station, 2 x trough by the Kingsbridge inn, 2 x Troughs Loughor cross, 2 x outside Casllwchwr Primary School, 2 x troughs by Parc Williams, Base Unit at top of Waun road. Base Unit near pedestrian refuge in Waun Road. 2 x base units Garden Village area of Garncoch Terrace 1 x base unit Llewitha <u>Hanging Baskets</u> Swansea Road Garden Village Corporation Road Glebe Road from Glanymor Parc Woodlands Road to St David's Church. Clerk to write to Swansea Council regarding lampposts that have been changed or put up in these areas to see if we can use them for hanging baskets. Once we have information from Swansea Council we can look to see where we can restore the hanging baskets. Cllr N Walters provided advice about Yarn Bombers that give their time free to decorate railings, lampposts etc.</p> <p>k) Mileage and Expenses Policy and Claim Form</p>
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	<p>The Clerk's report was NOTED it was RESOLVED that the policy and form be adopted by Council.</p> <p>l) Absence and Leave Policy Clerks report was NOTED. It was RESOLVED that the policy and form be adopted by the Council</p> <p>m) Online Banking Clerks report was NOTED</p> <p>n) Office 365 for Business Clerks report was NOTED</p> <p>o) Defibrillator Contracts Clerk's report was NOTED. Cllr D Walters informed Council that he had been liaising with someone who works with NHS and would pass the information onto the clerk. He was advised that we may not need full maintenance packages. Cllr Richards summarized that there were 3 options, renew with one current provider that runs out in January. Obtain costings from both maintenance providers to see which is best so potentially moving maintenance across to one provider and lastly look at changing completely to NHS which may mean changing Defibrillators. Clerk to contact both current companies to get prices for renewal. Cllr Walters to provide information to Clerk. Cllr Bowen asked for the Clerk to find out the cost of moving the defib at Jireh. Clerk to write to City and County of Swansea to find out what maintenance is being done on the defibs that City and County provide.</p>
TC1224-127	<p>PLANNING REPORT</p> <p>The Town Council had considered the following Planning Applications:</p> <p>a) Application No. 2024/2108/FUL It was RESOLVED that there would be no objection</p> <p>b) Application No. 2024/2127/FUL It was RESOLVED that there would be no objection</p> <p>c) Application No. 2024/2138/FUL It was RESOLVED that there would be no objection</p> <p>d) Application No. 2024/2154/OUT It was RESOLVED that there would be no objection</p>
TC1224-128	<p>ANY OTHER BUSINESS</p> <p>No other business to report</p>
TC1224-129	<p>URGENT ITEMS</p> <p>There were no urgent items</p>
TC1224-130	<p>EXCLUSION OF THE PRESS AND PUBLIC</p> <p>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.</p>

TC1224-131

FURTHER REPORT OF THE CLERK

a) Payments

Clerk's report was **NOTED**. Cllr J. Williams advised that with regards back pay this should also be provided to temporary care taker. Cllr C Richards requested that if we were now adopting NALC pay agreement and we were changing hours then contracts needed to be amended and new contracts drawn up for approval and signature.

b) Pay and Personnel Sub Committee Outcome

(i) Clerk's report was **NOTED** and it was **RESOLVED** that all were in agreement with the Pay and Personnel Sub Committee recommendations.

(ii) Clerk's report was **NOTED**. Clerk gave verbal update unable to accept 30 hours contract could only stay as is on 21 hour contract. Cllr R Smith asked that this be put to the Pay and Personnel Sub Committee to see how we address the shortfall of hours and review job description. Council need to review if an assistant is required. Clerk to advise on best course of action. It was **RESOLVED** that the clerk set up another pay and personnel committee meeting and provide a report on work categorisation.

Chair closed the meeting at 8.20pm

Recommendation / Actions:

Actions arising are: listed in the Decisions and Actions List