



LLWCHWR Town Council

Full Council Meeting 3rd February 2025

Decision List



Councillors Present: Councillors C. Richards, I. James, S. Beynon, M. Williams, J. Williams, A. Phillips, D. Walters, R. Smith, W. Smith, C. Phillips K. Roberts and A. Davis

Apologies: Councillors M. Davis, J. Bowen, P. Parsons, R. Williams and N. Walters

No	D/R	<i>DECISION</i>	<i>ACTION BY</i>	R/A /G	<i>Date ACHIEVED</i>
Welfare Hall Management Committee					
28	29.04.24	Delegated Powers given to Joint Chairs of the Welfare management Committee/Trustees to authorise all actions required in respect of the Works to the toilets	Joint Chairs to make decisions as they arise		Ongoing
56	03.06.24	List of ongoing Refurbishment Works	Clerk to attach List to Minutes		
88	01.07.24	Electrical Contractor's Quotation of £1,250.00 approved	Clerk to make payment when Works completed	G	Ongoing
99	02.12.24	Digital Café Coffee Morning	Clerk to send letter to local age concern and local homes	G	Change of meeting
100	02.12.24	Welfare Hall Refurbishment	Clerk to contact Land Registry and Dwr Cymru to try and locate maps of drainage for Welfare Hall.	G	
102	02.12.24	Charity Commission	Clerk to prepare Constitution paper from Charity Commission Template	G	In progress
103	02.12.24	Postcode Lottery	Clerk to look at Postcode Lottery grant application and what's needed in New Year	G	
105	06.01.25	Fire and Burglar Alarm Maintenance costs	Clerk to research other alarm companies and provide different quotes to Council.	G	
106	06.01.25	Insurance	Clerk to obtain information and quotes from other insurance companies.	G	
107	03.02.25	Payments	Clerk to pay O'Briens and Lift Tech – WFH		

108	03.02.25	Hire of Hall – School Concert	Clerk to contact YGG Pontybrenin to offer alternative dates.		
109	03.02.25	Roof Repairs	Clerk to contact RidgeTop Roofing about further roof repairs		
110	03.02.25	Lights – Toilets and Chamber room	Clerk to contact electrician to confirm works and quote		
111.	03.02.25	Insurance	Clerk to look for further quotes on insurance.		
112.	03.02.25	Postcode Lottery	Clerk to apply for grant		
Town Council Meeting					
87	02.09.24	Set up contact with Gower Society	Clerk to contact Gower society	G	Emailed 04.10.24
95	07.10.24	Set up meeting date for IT Sub Committee	Clerk to set up meetings	R	27.01.25
96	07.10.24	Add additional admin to HMRC and bank Sandra to be added as admin on the bank	Clerk to add on	R	In progress
104	07.10.24	Procedures to be written up for all actions	Clerk to write up	G	In progress
117	04.11.24	Advertising Banners	Clerk to prepare a design for banner for approval	G	In progress
118	04.11.24	Office 365 for business and transfer of emails	Clerk to transfer to IT Sub Committee	G	27.01.2025
134	02.12.24	Guidelines about email and procurement and using cloud for storage	Clerk to move these items to the IT Sub Committee	R	27.01.2025
136	02.12.24	Defibrillators	Clerk to get costs of renewing with both current maintenance providers. Cllr Walters to provide contact info of NHS personnel to clerk. Clerk to write to City and County of Swansea requesting information on defib maintenance.	G	In progress
137	02.12.24	Pay and Personnel Sub Committee	Clerk to prepare new contracts. 09.12.2024 Clerk to update back pay information 11.12.24 Clerk to prepare report on work categorization	A	

			Clerk to set up meeting for Pay and Personnel Sub Committee.		
140	06.01.25	Garden Village Brownies – Donation	Clerk to inform Brownies that the donation will be £300	A	16.01.2025
141	06.01.25	Visually Impaired Group – Donation	Clerk to inform Group that the donation will be £200	A	16.01.2025
142	06.01.25	Audit response	Clerk to put audit info on website and to transfer this to Budgets sub committee agenda	A	13.01.25
143	06.01.25	Budget and Precept	Clerk to send the precept note to County Council	A	10.01.2025
144	06.01.25	Norton Anti Virus software	Clerk to pay previous clerk £89.99 for the anti virus for year	A	10.01.2025
145	06.01.25	Flowers	Clerk to get price of troughs etc including cost of hanging basket to present to Council for a decision to be made on how many displays to be purchased.	G	15.01.2025
149	03.02.25	IT/Social Media/Website	Clerk to reimburse Cllr Williams for payment of WIX domain	G	
150	03.02.25	IT/Social Media/Website	Clerk to check email/calendar data for date/time	A	
151	03.02.25	IT/Social Media/Website	Clerk to purchase back up drive	G	
152	03.02.25	Noticeboard Invoice	Clerk to contact County Council to query invoice	A	
153	03.02.25	Wildflower Scheme	Clerk to contact county council to get a quote for wild seeds use same locations as previously done.	A	06.02.25
154	03.02.25	Keeping Communities Safe	Clerk to forward email to Council members	A	06.02.25
155	03.02.25	Chroma Music grant	Clerk to respond to email from Chromamusic	A	
156	03.02.25	Grant request – education	Clerk to respond to requestor	A	
157	03.02.25	1 st Loughor Brownies – Grant	Clerk to inform 1 st Loughor Brownies that a grant of £300 has been approved.	A	05.02.25
158	03.02.25	OVW Annual General Meeting	Cllr D. Walters to attend as substitute Councillor	G	

159	03.02.25	Photocopier	Clerk to get quotes for replacement photocopier	G	
160	03.02.25	Defibrillators	Cllr D Walters to review/check all defibs.	G	
161	03.02.25	Community Café	Clerk to update all marketing and posters	G	
162	03.02.25	Gower Society – Hywel Jones	Clerk to contact Gower Society to set up informal meeting	A	
163	03.02.25	Grant Applications	Clerk to set up grant applications register	G	
164	03.02.25	Digital Assets	Clerk to set up digital assets register	G	
165	03.02.25	Flower Displays	Clerk to fill online flower display request	G	
166	03.02.25	Planning Application No 2025/0024/OUT	No Objection	R	
167	03.02.25	Planning Application No 2025/0028/FUL	No Objection	R	
168	03.02.25	Planning Application No 2025/0080/FUL	No Objection	R	
169	03.02.25	Pay and Personnel Committee	Clerk to set up meeting asap.	A	
Meeting of Functions Sub-Committee					
109	01.07.24	Dates for the 3 principal Council Events fixed as Cawl a Chan 7 th March,2025 Annual Dinner 2 nd May,2025 Awards Evening 9 th May,2025 Chris Hughes has now been booked for the Annual Dinner. West Street Gym to perform at Awards Evening. Pianist to be invited to perform at Annual Dinner. New Event-Fashion Show 4th April,2025 to be coordinated with Barnardo's and the Salvation Army. Bar to be opened.		G	
112	02.09.24	Annual Dinner 2 nd May,2025	Councillor I. James will check if Globe are ok with this date	G	

114	07.10.24	Banner and posts to be purchased once image has been drawn up	Clerk to purchase this.	G	In Progress
117	06.01.25	Cawl a Chan	Clerk to prepare tickets and posters for Cawl a Chan	G	10.01.2025
118	03.02.25	Cawl a Chan, fashion parade	Clerk to prepare flyers for both	A	
119	03.02.25	VE Day	Clerk to email Mumbles events clerk	G	