

COUNCIL SUMMONS

You are hereby summoned to attend a meeting of the LLWCHWR TOWN COUNCIL to be held on Monday NEXT the 5th February 2018 at the Welfare Hall, Loughor, commencing at 7.15pm, for the transaction of the following business:-

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 2018 (copy enclosed)
5. To consider matters arising from the Minutes, if any.
6. To receive and if appropriate confirm the Minutes of the meeting of the Ad Hoc Pay and Performance Sub-Committee held on the 30th January 2018.
7. To receive the Minutes of the meeting of the Welfare Hall Management Committee held on the 15th January 2018 (copy enclosed with the papers for the Welfare Hall Management Committee Meeting of the 5th February 2018).
8. To receive the Minutes of the meeting of the Functions Sub-Committee held on the 4th December 2017 (copy enclosed).
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 Chairman 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).

Would members please ensure that they sign the Attendance Register.

Dated this 31 January 2018

Clerk to the Council

CYNGOR TREF LLWCHWR

LLWCHWR TOWN COUNCIL

Minutes of the Meeting of

Llwchwr Town Council

held on 15 January 2018

PRESENT: Councillor C. Phillips (Chairman)
Councillors J. Bowen, Wendy Evans, William Evans,
I. James, P. Parsons, R. V. Smith, W. Smith, D. Walters,
P. Williams and R. Williams.

(Welfare Hall, Loughor: 7.20pm – 8.30pm.)

113. MAYORS ANNOUNCEMENTS

The Mayor reported that Christmas had been a very busy time. She had attended a number of Christmas functions including the concert in Jireh, the Pantomime in Gower College, Carol Services in St Michael's and St John's Churches, presented cheques to the Christmas Lights Winners, the Tre Uchaf Christmas Concert, presented a Council trophy to a 90 year old but was unable to go to the Brangwyn Hall due to access difficulties.

114. APOLOGIES

There were apologies for absence from Councillors A. Davis, S. Beynon, C. Richards and K. Roberts.

115. DECLARATIONS OF INTEREST

There were no declarations of interest

116. MINUTES OF COUNCIL

It was **RESOLVED** that the minutes of the Meeting of Council held on the 4th December 2017 be confirmed as a correct record.

117. MATTERS ARISING

There were no matters arising.

118. WELFARE HALL MANAGEMENT COMMITTEE

The Minutes of the Meeting of the Welfare Hall Management Committee held on the 4th December 2017 were noted.

119. FUNCTIONS SUB-COMMITTEE

The Minutes of the Meeting of the Functions Sub-Committee held on the 6th November 2017 were noted.

120. POLICE REPORT

The Mayor welcomed PCSO Jane Phillips to the meeting. PCSO Phillips indicated that the crime figures were extremely low and there were no problems to report.

The Mayor thanked the officer for her report.

121. CHRISTIANS AGAINST POVERTY

The Mayor welcomed Tony Quinn to the meeting. Mr Quinn reported that he represented CAP and covered Swansea West. There were 300 centres nationally with the main base being in Birmingham. They helped clients on an appointment basis and worked to enable clients to manage their debts. They dealt with the clients debtors by receiving a standing order from the client and dealing with the organisation to whom they owed money. It was a free service and support was given regardless of age, gender, faith or background. They had a good success rate with 93% of clients becoming debt free and they were fully booked up until the middle of April. They were trying to make organisations aware of their services.

The Mayor thanked Mr Quinn for his presentation.

122. CORRESPONDENCE

There was no correspondence to report.

123. MEMBERS REPORTS

It was **NOTED** that Councillor I James had attended the Penyrheol School Christmas Concert, Councillors Ron and Pam Williams had attended the Christmas Concert in Jireh and Councillor William Evans had attended the Gower College litter pick which would be supported by students and would run for twelve months.

124. REPORT OF THE CLERK

(a) Police Matters

It was **NOTED** that there were no matters to report.

(b) Accounts for Payment

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

A W Davies - postage for this meeting -	£7.80
Royal British Legion – Wreaths -	£100.00
S Rees – Stage payment for rendering Hall -	£700.00
Clarity Copiers Ltd – Copier Charges -	£28.60

(c) Anti- Litter Campaign in Loughor

It was **NOTED** that there was nothing to report.

(d) Council Grants

(i) Welsh Ambulance Service Branch

It was **NOTED** that the above organisation were seeking financial support.

(ii) Llangollen International Musical Festival 2018

It was **NOTED** that the above organisation were seeking financial assistance.

(iii) Urdd National Eisteddfod 2018

It was **NOTED** that the above organisation were seeking financial assistance.

(iv) Casllwchwr Ladies Bowls Club

It was **RESOLVED** that the application be deferred to obtain further information regarding the costs being incurred by the club.

(e) Local Development Plan

It was **NOTED** that there was nothing to report.

(f) Christmas Competition for the House with the best Exterior Christmas Decorations

It was **NOTED** that the winners were as set out below and the cheques were presented on the 20th December 2017:-

Garden Village – Mr and Mrs Patterson, 7 Clos Melyn Mynach;

Kingsbridge - Mr and Mrs Steward, 2 Harding Close;

Upper Loughor – Mr and Mrs Griffiths, 53 Waun Road, Loughor;

Lower Loughor – Mr and Mrs Butler, 30 Taliesin Place, Loughor.

(g) Appropriate Sum under Section 137 of the Local Government Act 1972

It was **NOTED** that a the sum for 2018/19 has been set at £7.86.

(h) Lantern Parade Fireworks Display

It was reported that a letter had been received from Gorseinon Cricket Club wanting to know who had given consent to use the Cricket and Rugby pitch for fireworks and suggesting that damage had been caused to the field. They did not want the fireworks display to continue.

It was **RESOLVED** that the letter be referred to Gorseinon Town Council for their views on the matter

(i) One Voice Wales Training Courses

It was reported that the latest list of courses were available for members.

It was **NOTED** that any member wishing to attend a course should contact the Clerk.

(j) Buckingham Palace Garden Parties

It was **NOTED** that One Voice Wales were seeking names for the draw for the Garden Parties.

(k) Planning Law in Wales

It was reported that the Law Commission had been invited by the Welsh Government to review planning law in Wales and had issued a consultation paper. There was also a free planning law event in Cardiff on the 6th February.

It was **RESOLVED** that the Clerk be authorised to attend if there were any places available.

(l) Damage to Mayoress/Consort's Chain of Office

It was reported that the above chain had been damaged and the Clerk had been instructed to claim of the Council's insurance.

It was **NOTED** that the claim had been accepted and the Council have received a cheque in the sum of £180.00 in settlement.

126. PLANNING REPORT

(i) The Council considered the following planning applications upon which the observations of the Town Council had been requested.

(a) It was **RESOLVED** that there would be no objection to the following:-

- (i) No.2017/1081 – Duemas Technology Ltd, Victoria Road, Gowerton – Mr J Bartlett - Proposed car sales hard standing, single storey sales office building, erection of 2.4m galvanised steel palisade fencing and entrance gates;
- (ii) No.20172418 – Land off Pengry Road, Loughor – Mrs Smith Proposed detached dwelling and detached garage (Variation of conditions 2 and 3 of planning permission granted 9 March 2015 to extend the time to submit the reserved matters for a further 3 years and to extend the time to commence works for a further 5 years)
- (iii) No. 2017/2470 – 4 Swansea Road, Gorseinon – Mr N James Proposed single storey rear extension;
- (iv) No. 2017/2690 – 48 Culfor Road, Loughor – Mr P Davies Proposed rear dormer (application for a certificate of lawful development)

127. URGENT ITEMS

(i) Council Photographs

It was **RESOLVED** the Clerk contact William Kirby to obtain copies of the following photographs

Councillor C Phillips from the start of her term in office to the present

Councillor R Williams for his term in Office

Councillor P Williams for her term in office.

(ii) Gower and Llŵchwr Estuary Lions Club

It was **RESOLVED** that the Clerk write to the Club to establish if there is a charge for the Mayor to attend their Dinner.

128. 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.

129. FURTHER REPORT OF THE CLERK

(a) Payments

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

- (i) A W D – salary (December) - £1964.83
- (ii) A W D – office expenses (December) - £83.33
- (iii) HMRC – Town Council PAYE/NI (December) - £772.48
- (iv) NL – Wages (December) - £931.51
- (v) HMRC – Welfare Hall PAYE/NI (December) - £79.31
- (vi) Smart Pension – Pension Payment - £9.70

(b) Receipts and Payments

The current receipts and payments of the Council were **NOTED**.

(c) Works to the Welfare Hall

It was **NOTED** that the old render had been removed and the pine end would be re-rendered and re-roofing completed when the weather was favourable.

(d) Council Budget and Precept 2018/2019

It was reported that the Council was required to set its precept by the 31 January 2018 which meant that it was necessary to agree its budget. To set its budget the Council first needed to set a budget for the Welfare Hall. A draft Budget had been prepared together with a draft Budget for the Town Council. Taken together it would require a precept of £83300.00 which would equate to a Band D property being required to pay £24.50 per annum which was an increase of £0.32 per property per year. The other aspect to be considered was that of the Council reserves. The Welfare Hall needed substantial refurbishment and the Council did not make provision for capital works to the Hall. The refurbishment had been started and would continue for approximately two years and paid for out of reserves.

It was **RESOLVED** that

- (i) the Budget for the Welfare Hall as attached be accepted;
- (ii) the Budget for the Town Council as attached be accepted;
- (iii) the Precept for 2018/2019 be set at £83300.00;

Chairman

CYNGOR TREF LLWCHWR

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It was **NOTED** that any member wishing to attend a course should contact the Clerk.
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It was **RESOLVED** that

- (i) the Budget for the Welfare Hall as attached be accepted;
- (ii) the Budget for the Town Council as attached be accepted;
- (iii) the Precept for 2018/2019 be set at £83300.00;

Chairman

CYNGOR TREF LLWCHWR

LLWCHWR TOWN COUNCIL

Minutes of the Welfare Hall Management Committee

Meeting held on the 4 December 2017

Present: Councillor I. James (Chairman)
Councillors J. Bowen, Wendy Evans, William Evans, H. Huelin, P. Parsons,
C. Phillips, C. Richards, K. Roberts, R. V. Smith, W. Smith, J. Williams,
P. Williams and R. Williams.

(Welfare Hall, Loughor: 7.00pm – 7.15pm)

32. APOLOGIES

There were apologies for absence from Councillor S. Beynon.

33. DECLARATIONS OF INTEREST

There were no declarations of interest.

34. MINUTES

It was **RESOLVED** that the minutes of the meeting held on the 6th November 2017 be confirmed as a correct record.

35. MATTERS ARISING

There were no matters arising.

36. REPORT OF THE CLERK

(a) Payments

It was **RESOLVED** that the following payment be approved.

Petzbedz Ltd – Wooden Plinths and t and g Sheets -	£211.20
A W Davies – Toilet seats and cable ties -	£34.56
Lloyds Bank Commercial Finance – Algebra Supplies -	£32.39
Dwr Cymru – Water Charges -	£688.34

(b) Welfare Hall Receipts

The receipts for the Welfare Hall were **NOTED**.

(c) B T – Telephone Charges

It was **NOTED** that the telephone charges for the last quarter amounted to £60.70 and would be paid by direct debit.

(d) N Power – Electricity Charges

It was **NOTED** that the electricity charges for the last quarter amounted to £423.50 but due to a credit of £309.03 were reduced to £114.47.

(e) Rodent Infestation

It was reported that there had been sightings of rats in the vicinity of the Hall but not in the Hall itself.

It was **NOTED** that the Clerk had arranged for the Environmental Health to carry out a series of treatments at a cost of £186.00.

(f) Charity Commission Annual Return 2017

It was **NOTED** that the Clerk had completed the Annual Return for the Charity Commission.

37.

URGENT ITEMS

There were no urgent items.

Chairman

CYNGOR TREF LLWCHWR

LLWCHWR TOWN COUNCIL

Minutes of the meeting of the

FUNCTION SUB-COMMITTEE

held on 4 December 2017

PRESENT: Councillor C. Phillips (Chairman)
Councillors J. Bowen, Wendy Evans, William Evans, H. Huelin,
I. James, P. Parsons, C. Richards, K. Roberts, R. V. Smith, W. Smith,
J. Williams, P. Williams and R. Williams.

(Welfare Hall, Loughor: 8.20 – 8.25 pm)

28. APOLOGIES FOR ABSENCE

There were apologies for absence from Councillor S. Beynon.

29. DECLARATIONS OF INTEREST

There were no declarations of interests.

30. MINUTES

It was **RESOLVED** that the minutes of the meeting held on the 6th November 2017 be confirmed as a correct record.

31. MATTERS ARISING

There were no matters arising.

32. CLERK'S REPORT

(a) Cawl a Chan

It was **NOTED** that the Council would hold a Cawl A Chan on Friday 16th February 2018 and the Loughor Town Band had confirmed they would be playing.

(b) Annual Dinner

It was **NOTED** that the Council would hold its Annual Dinner on Friday 20th April 2018, a speaker had been agreed and the Clerk would contact the ATC to see if they could arrange a display..

(c) Awards Evening 2017

It was **NOTED** that the Council would hold an Awards Evening on Friday 11 May 2018 and the West Street Gym would put on a display.

(d) Other Council Functions

It was **NOTED** that there were no other functions at present.

.....
Chairman

LLWCHWR TOWN COUNCIL

5 February 2018

PLANNING REPORT

1. Planning Applications

At the time of writing this report, notification has been received of the following planning applications upon which the observations of the Town Council have been requested:-

- (i) No.2018/0078 – Brethren Meeting Hall, Swansea Road, Gorseinon – Mr J Brown - Proposed temporary change of use of church hall to class BB for 2 years for the purpose of storing and distributing household Goods for charitable purposes
- (ii) No.2018/0079 – Land at former Tyrewin Adjacent to 170 Borough Road and Hedge Green Cottage , Loughor – Mr A Protheroe
Proposed dwelling and garage;
- (iii) No. 2016/1478 – Land North of Garden Village –
Proposed hybrid application (Amended master plan, parameters plan and Design and access statement
- (iv) No.2016/1478 – Land North of Garden Village
The above development is for 750 dwellings and has been before Committee previously and the decision was to object since the proposal did not comply with the current UDP and the Council objected as part of the LDP. Amended plans have been submitted and attached is a copy of the details of the main changes together with a copy of the layout plan.

Dated this 31 January 2018

Clerk to the Council

Agenda Item 11.

LLWCHWR TOWN COUNCIL

5 February 2018

REPORT OF THE CLERK

1. Police Matters

There are no matters to report.

2. Accounts for Payment

A W Davies - postage for this meeting -	£TBA
Lloyds Commercial Finance Ltd – Algebra Office Supplies -	£27.00
William Kirby – Council Photography -	£550.00
Vision ICT – Webhosting and support -	£1104.00
Information Commissioner – Data Protection Registration Fee -	£35.00

3. Council Grants

(i) 3rd Loughor Brownies

The above group which have girls attending from Loughor Kingsbridge and Garden Village are raising funds for a trip to London in October to enable the group to go site seeing. The trip will be costly and they do not want anyone to miss out due to the cost. They are working hard to raise money to cover part of the trip. They have held a curry night and have some bag packing and bucket collections planned to raise funds. They are hoping the council would consider a donation towards the fund raising. The Council has supported the group in the past giving £200.00 in 2011/2012; £100.00 in 2012/2013; and £100.00 in 2015/2016.

(ii) Community Christmas Tree

Members of St David's and St Michael's Churches are holding a Community Christmas Celebration on Friday 23rd November 2018. They have formed a committee and separate bank account for the event and are planning to erect a large Christmas tree in the grounds of St David's Church and to light it up for the whole of the Christmas period. They are hoping to involve the whole community and include a parade from the monument to the church. It is not intended to compete in any way with the Lantern Parade but are seeking to have a Christmas tree in Loughor for the first time. They will be seeking sponsorship and are awaiting quotations but expect the cost to be in the region of £1022. They are seeking financial support from the Council towards the cost of the event. They would welcome any members who may wish to help organise the event and in due course there will be an invitation for members and the Mayor to attend the function. There has not been any previous function or request.

(iii) Penyrheol Amateur Boxing Club

The above organisation is seeking financial support. They now have 4 coaches to accommodate the number of boxers training at the club. They have had two boxers competing in the British Championships and achieved one silver and one bronze medal. Their Annual Dinner was a success and they thank the Mayor and Consort for attending. They are seeking help towards the ongoing cost of running the club. The Council has supported the club in the past giving £250 in 2007/8; £250 in 2011/12; 250 in 2012/13; £250 in 2013/14; and £300 in 2015/16; £300.00 in 2016/2017.

(iv) 3rd Lliw Valley Scout Group

The above Group are seeking financial support. They provide scouting to youngsters from 6 to 16 years and beyond with their young leaders programme. They have at present 70 youngsters and 12+ adults. They are still struggling with the work needed to their hall and things have got worse since the heating system cannot be repaired due to old age and obsolescence. They also need to replace some tables that the youngsters work on due to their becoming dangerous. They have changed from weekly to monthly payment of subs to make it easier. They are trying to be self sufficient but large jobs and equipment are currently beyond the means of their parents. The Council has supported them in the past giving £200.00 in 2016/2017.

(v) Casllwchwr Ladies Bowls Club

At the last meeting it was reported that the above club has recently been established and will be based in Parc Williams in 2018. They approached the men's bowls teams to see if there would be any objection to a Ladies Team at the park and they have been welcomed by the two men's teams. The members of the Ladies Team have been playing for many years and want to keep interest in the sport alive and to promote the health and social benefits. They have been accepted into the Carmarthenshire County Ladies Bowls League and will soon have details of they have to compete against. The furthest they will need to travel will be Llandeilo and Gwaun Cae Gurwen which they will reach by car. They are seeking financial support towards the cost of transport and the cost of expenditure they will encounter as a new club. The application was deferred for further information. A list of equipment needed is attached.

(vi) Tenovus Cancer Care

A request for financial assistance has been received from the above organisation. The Council has not supported the organisation in the past.

4. Anti-Litter Campaign in Loughor

There is nothing to report at this time.

5. Local Development Plan
There is nothing further to report at this time.
6. Moriah Welsh Presbyterian Church
The Council may wish to note that the sum of £90.00 has been received from the above Church in respect of the sale of Evan Roberts Plates.
7. Christians Against Poverty
The Council may wish to note that following his presentation at the last meeting Tony Quinn has sent a letter of thanks to the Council for the warm welcome he received.
8. Election Rechargeable Costs
The Council may recall that following the elections last year councils were to be invoiced the cost of the elections. This Council did not have any contested seats and the cost will be £315.00. The Council will receive an invoice in due course.
9. BNP Paribas
The Council may wish to note that the leasing charge for the photocopier in the sum of £134.40 will be payable on or after the 5 February and will be paid by direct debit.
10. Lantern Parade 2017
The Council may recall that at the last meeting it was reported that an issue had arisen regarding alleged damage to the Cricket Pitch at the time of the Lantern Parade. It was not clear how the matter had arisen but it has been resolved.
11. Independent Review Panel
The above panel is looking at the options for reorganising town and community council in Wales. They are holding a number of meetings to inform councils of the progress they have made and to get the views of councils. The Clerk has obtained two free tickets for the presentation in Cardiff on the 15th March between 9.30 and 12.30. The Clerk is unable to attend due to being on leave but feels that it is important for someone to attend.
12. Defibrillators
The Council will recall that three defibrillators have currently been installed and two further have been authorised. Permission has been received from Mr Sukhdev Singh to site one at the Garden Village Stores and permission has been sought in relation to Maes yr Efail. However it has been suggested that a better site could be outside the Fire Station in West Street where it would be easier to see and due to the fact that Maes yr Efail does not have a warden on site and the residents might have difficulty handling the equipment. There does seem merit in the suggestion and it is recommended that this option be pursued.

13. One Voice Wales – Swansea Area Committee
The Clerk attended the above meeting which was held on the 22nd January 2018. One of the issues under consideration was the revised Data Protection Regulations which were due to come into force on the 25th May 2018. One voice Wales were working with NALC to produce a toolkit to be followed to enable compliance with the new provisions. There was one issue which remains unresolved. There will need to be a Data Protection Officer appointed for each organisation holding data. The current views are that each Council will need to appoint a DPO. SLCC have been of the view that this could be the Clerk while NALC take the opposite view that it cannot be the Clerk. The Clerk is of the view that it cannot be the Clerk because there will be clear conflict of interest on the basis that the Clerk as DPO would be judging the work of the Clerk which would be unacceptable. The further problem is that most Councils only employ a clerk. Currently councils are waiting for advice from One Voice Wales but at a recent meeting of the Town and Community Council's Forum (29 January 2018) attended by the Clerk and Councillor William Evans the suggestion was put to the City and County of Swansea that they might want to consider taking on the role subject to charging councils.
14. Community and Town Councils Forum
As indicate in the last item this took place on the 29 January and was attended by Councillor William Evans and the Clerk. The main item for discussion was a presentation on the Swansea Public Service Board's Well-Being Plan. The document is currently out for consultation should any member wish to express a view. The document provides an over arching framework but does not provide a way of making it happen. Most of the bodies involved in the service board are public sector bodies who are currently struggling to provide existing services with dwindling resources without the capacity to develop something different without any funding.
15. Smart Pensions
The Council may wish to note that it operates a pension scheme though at present only N Livings is enrolled in it. The current contribution by both the Council and the employee is 1%. This is due to change on the 6th April 2018 with the employer (council) contribution increasing to 2% and the employee contribution increasing to 3%. The Clerk will inform Mr Livings.
16. Abergelli Power Station
Abergelli Power Limited are proposing to construct a gas fired power station at land adjacent to the Felindre Gas Compressor Station at Abergelli Farm, Felindre. The Council is a consultee and has been invited to attend a preview of the public exhibition on Wednesday 7th February between 2.30 and 3030 pm at Llangyfelach Church Hall, Swansea Road, Llangyfelach. There are other public information events and documents can be viewed in local libraries including Gorseinon. The consultation period runs until the 19th February 2018.

17. Proposed Residential Dwellings at Land off Heol Pentre Bach Gorseinon
The Council has received a Pre-Application Consultation in respect of the above development. The Council has until the 26th February 2018 to make any representations regarding the proposal. The intention of this procedure is to identify any issues and if possible address them before making a formal planning application. A copy of the layout plan is attached and the house types and other reports can be accessed online. A similar proposal was considered by Council in March 2017 (minute 155) where it was resolved not to make any objection subject to adequate provision being made in relation to highway safety and parking provision.

Dated this 31 January 2018

Clerk to the Council

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Agenda Item 15.

Not for Publication due to the Confidential Nature of the Report

LLWCHWR TOWN COUNCIL

5 February 2018

FURTHER REPORT OF THE CLERK

CONTENTS

1. Payments
2. Receipts and Payment
3. Annual Leave
4. Reorganisation of Welfare Hall Duties

Agenda Item 12.

LLWCHWR TOWN COUNCIL

5 February 2018

REPORT OF THE CLERK

CONTENTS

1. Police Matters.
2. Accounts for Payment
3. Council Grants
4. Anti-Litter Campaign in Loughor
5. Local Development Plan
6. Moriah Welsh Presbyterian Church
7. Christians Against Poverty
8. Elections Rechargeable Costs
9. BNP Paribas
10. Lantern Parade 2017
11. Independent Review Panel
12. Defibrillators
13. One Voice Wales – Swansea Area Committee
14. Community and Town Councils Forum
15. Smart Pension
16. Abergelli Power Station
17. Proposed Residential Development off Heol Pentre Bach, Gorseinon

CYNGOR TREF LLWCHWR

LLWCHWR TOWN COUNCIL

**Minutes of the Ad Hoc Pay and Performance Sub-Committee Meeting
held on 30th January 2018**

PRESENT Councillor C.Richards (Chairman)
Councillors S. Beynon, Wendy Evans, William Evans, I. James,
R. V. Smith, P. M. Williams and R. Williams.

(7.00pm – 8.15pm)

1. APPOINTMENT OF CHAIRMAN

It was **RESOLVED** that Councillor C Richards be appointed Chairman.

2. APOLOGIES FOR ABSENCE

There were apologies for absence from Councillors J Bowen and
H. Huelin.

3. DECLARATIONS OF INTEREST

There were no declarations of interests

4. 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.

5. REPORT OF THE CLERK

The Clerk reported that he had prepared a draft Contract of Employment
based on the One Voice Wales Contract and Job Description together with
a draft advertisement for the appointment of a new clerk. The Committee
considered all the documents.

It was **RESOLVED** that

- (i) the clerk discuss with Mr N Livings a reorganisation of duties with view
to him taking over the day to day running of the Welfare Hall on a full
time basis;
- (ii) applicants for the clerk's post be required to complete an application
form and submit a C.V. ;
- (iii) Council be recommended to appoint an Appointments Committee
comprising Councillors S. Beynon, William Evans, I. James,
C. Richards and R. V. Smith;
- (iv) the Appointments Committee be authorise to advertise the vacancy for

a Clerk, short list candidates, undertake interviews and make an appointment, if appropriate.

Chairman

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AD HOC PAY AND PERFORMANCE
SUB-COMMITTEE

You are hereby summoned to attend a meeting of the AD HOC PAY AND PERFORMANCE SUB-COMMITTEE to be held on TUESDAY NEXT the 30th January 2018 at the Welfare Hall, Loughor commencing at 7.00pm, for the transaction of the following business:-

1. To appoint a Chairman.
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 interest relates to and to signify whether their interest is such that they remain and vote / remain and not vote / withdraw)
3. 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.
4. To consider the Report of the Clerk (copy attached).

Dated this 24 January 2018

Clerk to the Council

Circulation – Councillors S. Beynon, J. Bowen, Wendy Evans, William Evans, H. Huelin, I. James, C. Richards, R V Smith, P.M. Williams and R. Williams.

