

## COUNCIL SUMMONS

**You are hereby summoned to attend a meeting of the LLWCHWR TOWN COUNCIL to be held on Monday NEXT the 5<sup>th</sup> March 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 5<sup>th</sup> February 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 12<sup>th</sup> February 2018.
7. To receive the Minutes of the meeting of the Welfare Hall Management Committee held on the 5<sup>th</sup> February 2018 (copy enclosed with the papers for the Welfare Hall Management Committee Meeting of the 5<sup>th</sup> March 2018).
8. To receive the Minutes of the meeting of the Functions Sub-Committee held on the 15<sup>th</sup> January 2018 (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 28 February 2018

Clerk to the Council

**Agenda Item 12.**

**LLWCHWR TOWN COUNCIL**

**5 March 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. Proposed Work on Common Land – Informal Consultation
7. Local Community Advisory Service
8. Precept Payment Dates
9. Smart Pension
10. New Data Protection Laws
11. Independent Remuneration Panel – Annual Report

**Agenda Item 12.**

**LLWCHWR TOWN COUNCIL**

**5 March 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
T Hughes – Meat for Cawl a Chan -	£48.90
A W Davies – Bar Supplies -	£75.63
S Beynon – Rolls for cawl -	£9.00
S Beynon – Napkins -	£3.74
One Voice Wales – Membership Fee -	£1296.00
One Voice Wales – Course Fee -	£40.00
A W Davies – Postage for Ad Hoc Meeting -	£9.80
Clarity Copiers Ltd – Copier charges -	£38.60
Rialtas Business Solutions Ltd – Software Maintenance -	£139.20

3. Council Grants

(i) 1<sup>st</sup> Llŵchwr Guide Unit

A request for financial support has been received from the above Unit. They are based at Jireh Evangelical Church in Loughor and meet weekly. This year they are planning to take the guides to Gilwell Park Scout Centre in London to provide them with opportunities that are not available at their weekly meetings. They have been busy fundraising with Bag Packing in Tesco and a curry night with Bingo and a raffle. They are also planning a bucket collection in Swansea in March. They are seeking help to reduce the cost of the trip to enable all the girls to afford to attend. The Council has supported them in the past giving £80.00 in 2012/13; and £100.00 in 2013/14.

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. Proposed Work on Common Land – Informal Consultation

The City and County of Swansea intend to apply to the Welsh Government to carry out works to Stafford Common to construct a 3 metre tarmac track for use by pedestrians and cyclists from Kingsbridge to Gowerton. This would provide a public amenity in the cycle path network joining the northern area of Swansea with the City Centre. They County Council would welcome any views or comments on the proposal. A copy of the plan is attached.

7. Local Community Advisory Service

The Council may wish to note that the Clerk attended the above seminar on the 13<sup>th</sup> February 2018. The seminar was very useful and informative and considered risk assessment and also safeguarding issues which could have an impact in relation to the Welfare Hall. There were no concerns regarding existing practises.

8. Precept Payment Dates

The Council may wish to note that the payment dates for the coming year will be 30 April 2018, 31 August 2018 and 28 December 2018.

9. Smart Pension

The Council may wish to note that the February payment in the sum of £9.70 has been paid by Direct Debit.

10. New Data Protection Laws

The Council may recall that the Clerk has previously reported that new Data Protection provisions were coming into force in May and that One Voice Wales were working with NALC to provide a toolkit for councils so that they can comply with the new law. The toolkit has not been received by the Clerk but there has been no time to implement anything. The Clerk will provide a more detailed report to the next meeting of Council.

11. Independent Remuneration Panel for Wales – Annual Report

The above panel has brought out its report which relates to payments to members. The payments in relation to community councils are changing and certain payments have to be made. The Council does not have a choice. It is open to individual members to decide whether they do not want to accept the payment. Attached is a schedule of the payments which can be made. This Council would fall into Group B for the purposes of the payments. The Council will be required to pay members £150.00 for costs and expenses. They can make payments of up to £500.00 to up to five members for specific responsibilities. They can pay travelling costs, overnight stay and financial loss where appropriate. They must reimburse care costs. They are authorised to provide a Civic Head payment to the Mayor/chair of the Council up to £1500.00 which would be in addition to the £150.00. The Deputy Civic Head can be paid up to £500.00 which could be in addition to a £500.00 senior salary if claimed. The relevant payments would need to be determined and set at the Annual Meeting for the Municipal Year. A copy of the list of payments is attached. The Council may need time to consider the proposals in advance of the Annual Meeting in May.

Dated this 28 February 2018

Clerk to the Council

**LLWCHWR TOWN COUNCIL**

**5 March 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.2018/0142 – 23 Bryn Road, Loughor – Ms S Hopkins –  
Proposed single storey rear extension;
- (ii) No.2018/0127 – Kingsbridge Inn, Swansea Road, Gorseinon – El Group  
PLC - Proposed channel stabilization, bank regarding and fence  
realignment;
- (iii) No. 2018/0169 – 22 Marlborough Road, Gorseinon – Mr D Cunnah  
Proposed single storey rear extension (application for a certificate of  
proposed lawful development)
- (iv) No.2018/0210 – Sewage Works, Victoria Road, Gowerton – Dwr Cymru  
Proposed development and engineering works including the installation  
and construction of various plant and facilities associated with the  
operation of the waste water treatment works (Certificate of proposed  
lawful development);
- (v) 2018/0231 – 10 Lon Brydwen, Loughor – Mr M Williams  
Proposed two storey side extension;
- (vi) 2018/0277 – 12 Glanymor Road, Loughor – Mr D Brown  
Proposed single storey rear extension and front porch;
- (vii) 2018/0331 – 35a Bryn Road, Loughor – Mr S Young  
Proposed retention and completion of detached outbuilding;

2. **Planning Appeals**

The Council has received notice that planning application 2017/2154 – 14 Swansea Road, Gorseinon is to go to appeal. The Council had no objection to the proposal and it is recommended that the matter be noted.

Dated this 28 February 2018

Clerk to the Council

**CYNGOR TREF LLWCHWR**

**LLWCHWR TOWN COUNCIL**

**Minutes of the meeting of the**

**FUNCTION SUB-COMMITTEE**

**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: 8.35 – 8.45 pm)

**33. APOLOGIES FOR ABSENCE**

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

**34. DECLARATIONS OF INTEREST**

There were no declarations of interests.

**35. MINUTES**

It was **RESOLVED** that the minutes of the meeting held on the 4<sup>th</sup>  
December 2017 be confirmed as a correct record.

**36. MATTERS ARISING**

There were no matters arising.

**37. CLERK'S REPORT**

(a) Cawl a Chan

It was reported that the Council would hold a Cawl A Chan on Friday  
16<sup>th</sup> February 2018 and the Loughor Town Band had confirmed they  
would be playing.

It was **RESOLVED** that the tickets would be £3.00 and would be  
needed for the next meeting.

(b) Annual Dinner

It was reported that the Council would hold its Annual Dinner on  
Friday 20<sup>th</sup> April 2018, the speaker would be the MP for Gower, the  
catering had been arranged and the Bus Pass Cowboys had been  
booked for the entertainment.

It was **RESOLVED** that the Clerk

- (i) present the draft guest list to the next meeting; and
- (ii) send an invitation to the Lord Mayor as soon as possible.

(c) Awards Evening 2017

It was **NOTED** that the Council would hold an Awards Evening on Friday 11 May 2018 and members were asked to consider suitable recipients.

(d) Other Council Functions

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

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Chairman

**CYNGOR TREF LLWCHWR**

**LLWCHWR TOWN COUNCIL**

**Minutes of the Meeting of**

**Llwchwr Town Council**

**held on 5 February 2018**

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

(Welfare Hall, Loughor: 7.15m – 8.35pm.)

**130. MAYORS ANNOUNCEMENTS**

The Mayor indicated that she had nothing to report this month.

**131. APOLOGIES**

There were apologies for absence from Councillors A. Davis, J. Bowen, P. Parsons and D. Walters.

**132. DECLARATIONS OF INTEREST**

There were no declarations of interest

**133. MINUTES OF COUNCIL**

It was **RESOLVED** that the minutes of the Meeting of Council held on the 15<sup>th</sup> January 2018 be confirmed as a correct record.

**134. MATTERS ARISING**

There were no matters arising.

**135. AD HOC PAY AND PERFORMANCE SUB-COMMITTEE**

It was **RESOLVED** that the minutes of the Meeting of the Ad Hoc Pay and Performance Sub-Committee held on the 30<sup>th</sup> January 2018 be confirmed as a correct record.

**136. WELFARE HALL MANAGEMENT COMMITTEE**

The Minutes of the Meeting of the Welfare Hall Management Committee held on the 15<sup>th</sup> January 2018 were noted.

**137. FUNCTIONS SUB-COMMITTEE**

The Minutes of the Meeting of the Functions Sub-Committee held on the 4<sup>th</sup> December 2017 were noted.



**138. POLICE REPORT**

The Mayor welcomed Sergeant Morris to the meeting. Sergeant Morris explained the current crime statistics for the area which remained relatively low.

The Mayor thanked the officer for his report.

**139. CORRESPONDENCE**

(i) Wildflower Scheme 2018

It was reported that the Council had been asked to confirm whether they wanted to participate in the above scheme this year.

It was **RESOLVED** that the Council would participate this year.

**140. MEMBERS REPORTS**

There were no reports from members.

**141. 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

Lloyds Bank 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

(c) Anti- Litter Campaign in Loughor

It was **NOTED** that there were proposals to undertake a spring clean on both sides of the foreshore.

(d) Council Grants

(i) 3<sup>rd</sup> Loughor Brownies

It was **RESOLVED** that the group be awarded a grant of £200.00

(ii) Community Christmas Tree

It was **RESOLVED** that the above organisation be awarded a grant of £200.00

(iii) Penryheol Amateur Boxing Club

It was **RESOLVED** that the Club be awarded a grant of £300.00.

(iv) Casllwchwr Ladies Bowls Club

It was **RESOLVED** that the Club be awarded a grant of £200.00 for equipment.

(v) 3<sup>rd</sup> Lliw Valley Scout Group

It was **RESOLVED** that the group be awarded a grant of £200.00.

- (vi) Tenovus Cancer Care  
It was **NOTED** that the above organisation were seeking financial support.
- (e) Local Development Plan  
It was **NOTED** that the LDP Inquiry was due to start on the 6<sup>th</sup> February and to run for two months.
- (f) Moriah Welsh Presbyterian Church  
It was **NOTED** that the sum of £90.00 had been received from the church in respect of the sale of Evan Roberts Plates.
- (g) Christians Against Poverty  
It was **NOTED** that a letter of thanks had been received from Tony Quinn.
- (h) Lantern Parade Fireworks Display  
It was **NOTED** that the problem of the damage to the playing field had been resolved.
- (i) Election Rechargeable Costs  
It was reported that the cost of the election last year would be £315.00.  
It was **RESOLVED** that the invoice be paid when it is received.
- (j) BNP Paribas  
It was **NOTED** that the leasing charge in the sum of £134.40 was payable and would be paid by direct debit
- (k) Independent Review Panel  
It was reported that the above panel were looking at options for reorganising town and community councils in Wales. They were holding a number of meetings and the Clerk had obtained two tickets for the presentation in Cardiff.  
It was **RESOLVED** that Councillors C. Phillips and Helen Huelin be authorised to attend the event on the 15<sup>th</sup> March.
- (l) Defibrillators  
It was reported that three defibrillators had been installed and the Council were looking at a further two. Agreement had been given to site one at the Garden Village stores and it had been intended to site the other at Maes Yr Efail. A further suggestion has been made to site it at the Gorseinon Fire Station where it would be more visible and easier to reach in an emergency.  
It was **RESOLVED** that the Fire Station option be pursued and training offered to Councillors and users of the Welfare Hall.
- (m) One Voice Wales – Swansea Area Committee  
It was reported that the Clerk had attended the above meeting on the 22<sup>nd</sup> January 2018. One of the issues discussed related to the New Data

Protection Regulations coming into force on the 25<sup>th</sup> May 2018 which required the appointment of a Data Protection Officer. It had been suggested that the City and County of Swansea might take on the role of Data Protection Officer for Town and Community Councils and the County was seeking expressions of interest from councils in relation to this issue.

It was **RESOLVED** that the City and County of Swansea be informed that the Council would be interested in such an option and the potential cost.

(n) Community and Town Councils Forum

It was **NOTED** that the meeting had been held on the 29<sup>th</sup> January 2018 and had received a presentation on the Swansea Public Service Board's Well-Being Plan.

(o) Smart Pensions

It was **NOTED** that the current rate of contribution was changing on the 6<sup>th</sup> April 2018 and the Council would be required to pay 2% and the employee 3%.

(p) Abergelli Power Station

It was reported that there was a proposal to build a gas power station at land adjacent to the Felindre Gas Compressor Station at Abergelli Farm, Felindre. The proposal was out for consultation with a public exhibition and public information events.

It was **NOTED** that the consultation period runs until the 19<sup>th</sup> February 2018.

(q) Proposed residential Dwellings at Land off Heol Pentre Bach, Gorseinon

It was reported that a Pre-Application Consultation had been received in connection with the above. It was **RESOLVED** that the development should include sufficient open space to prevent a coalescence of the community with Penyrheol.

**142. 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.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)

While Council did not object to the plan it still maintains its objection to the original proposal.

**143. URGENT ITEMS**

(i) Council Website

It was **NOTED** that Councillor J Williams was seeking information from members to update the website

**144. 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.

**145. FURTHER REPORT OF THE CLERK**

(a) Payments

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

(i) A W D – salary (January) -	£1964.63
(ii) A W D – office expenses (January) -	£83.33
(iii) HMRC – Town Council PAYE/NI (January) -	£772.68
(iv) NL – Wages (January) -	£931.51
(v) HMRC – Welfare Hall PAYE/NI (January) -	£79.31

(b) Receipts and Payments

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

(c) Annual Leave

It was **NOTED** that the Clerk would be on annual leave from the 13<sup>th</sup> March to the 20<sup>th</sup> March 2018.

(d) Reorganisation of Welfare Hall Duties

It was reported that the Clerk had held discussions with Mr Livings who had indicated that he would have no objections to taking on additional duties.

It was **NOTED** that there would be a further meeting between the Clerk Mr Livings and the Chairman of the Welfare Hall Management Committee.

Chairman

