

COUNCIL SUMMONS

You are hereby summoned to attend a meeting of the LLWCHWR TOWN COUNCIL to be held on Monday NEXT the 4th February,2019 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 14th January 2019 (copy enclosed)
5. To consider matters arising from the Minutes, if any.
6. To receive the Minutes of the meeting of the Welfare Hall Management Committee held on the 14th January 2019 .(copy enclosed)
7. To receive the Minutes of the meeting of the Functions Sub-Committee held on the 14th January 2019 (copy enclosed).
8. To receive a report on current policing activity.
9. To consider correspondence received, if any.
10. To receive reports from Members attending meetings/functions.
11. To consider the Report of the Clerk (copy enclosed).
12. To consider the Planning Report (copy enclosed).
13. Any other business which the Chairman determines to be urgent.
14. 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.
15. To consider the Further Report of the Clerk (copy attached).

Would members please ensure that they sign the Attendance Register.

Dated this 27th January,2019

N.G.Havard
Clerk to the Council

CYNGOR TREF LLWCHWR

LLWCHWR TOWN COUNCIL

Minutes of the Meeting of

Llwchwr Town Council

held on the 14th January 2019

PRESENT: Councillor I.James(Chair)

Councillors S.Beynon, J. Bowen, A.Davis, Will Evans, Wendy Evans,
P.Parsons, C.Phillips, C.Richards ,R.V.Smith, W.Smith,
J.Williams, P.Williams and R.Williams

(Welfare Hall, Loughor: 7.20pm – 8.10pm.)

112. MAYORS ANNOUNCEMENTS

- (a)The Mayor informed the Council that she had attended the Pengry Road Club on the 7th December,2018 for the Dinner/Boxing Evening hosted by the Penyrheol Amateur Boxing Club.The Mayor reported that the boxing Contests were intense.
- (b)On Saturday the 8th December there was a Coffee Morning at the Town Hall- there was a very good Father Christmas.
- (c)On Thursday the 13th December the Mayor attended the Mary Poppins Production at Gorseinon College-there was some real talent on show not just the production/acting but also the scenery-the Mayor thoroughly enjoyed the event.
- (d)On Sunday the 16th December the Mayor attended St.Michael’s Church for a Carol Concert-lovely Service.
Also later that day the Mayor attended the Jireh Evangelical Church for a Children’s Carol Concert-very enjoyable.
- (e)The Mayor attended the Carol Concert at St.John’s Church,Gowerton on the 17th December-there were several choirs in attendance;the Service lasted two and a half hours and was very enjoyable.
- (e)On December 18th the Mayor attended a further Carol Concert at the Moriah Chapel.
- (f)On December the 19th the Mayor attended the Carol Concert held by Penyrheol School at St.Catherine’s Church.
- (g)On December the 20th the Mayor attended the Lord Mayor’s Carol Concert held at St.Mary’s Church
- (h)The Mayor attended Tre-Uchaf Primary School on the morning of the 21st December for a Concert-lovely.
- (i)On the 27th December the Mayor presented cheques to the winners of the Council’s Christmas Lights Competition who were-
Garden Village-Mr. & Mrs. H.Hughes 12 Clos Llan-dy-fan
Kingsbridge-Mr.& Mrs.M.Powell 4 Lon Brydwen
Upper Loughor-Mr.Leonard Osmond 61 Waun Road
Lower Loughor-Mrs.Chapman 44 Bwrw Road
- (j)The Deputy Mayor reported that he had attended St.Catherine’s Church on Wednesday the 5th December for a Carol Concert hosted by St.John Cymru.

113. APOLOGIES

There were no apologies for absence

114. DECLARATIONS OF INTEREST

The following declarations of interest was made:-

Councillor C.Richards declared an interest in Minute 124- 1 (i)

Councillor C.Richards declared an interest in Minute 124- 1 (iii)

115. MINUTES OF COUNCIL

It was **RESOLVED** that the minutes of the Meeting of Council held on the 3rd December 2018 be confirmed as a correct record.

116. MATTERS ARISING

There were no matters arising.

117. WELFARE HALL MANAGEMENT COMMITTEE

The Minutes of the Meeting of the Welfare Hall Management Committee held on the 3rd December 2018 were noted.

118. FUNCTIONS SUB-COMMITTEE

The Minutes of the Meeting of the Functions Sub-Committee held on the 3rd December 2018 were noted.

119. BUDGET WORKING PARTY SUB- COMMITTEE

The Minutes of the Budget Working Party Sub-Committee held on the 7th January,2019 were confirmed and the recommendations noted

120. POLICE REPORT

Sergeant Phil Morris was in attendance and his Report was **NOTED**

121. CORRESPONDENCE

An e mail had been received from Councillor Christine Richards thanking the Council for the Grant towards the commemorative rose bed and stone in Parc Williams.

122. MEMBERS REPORTS

Councillor Ron Williams reported that he had also been in attendance at the Tre-Uchaf Primary School Concert held on the 21st December.

123. REPORT OF THE CLERK

(a) Police Matters

The Police Report had been received

(b) Accounts for Payment

It was **RESOLVED** that the following payment be authorised-

Vision ICT	£1,104.00
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(c)Grants payable by virtue of S.19 Local Government (Miscellaneous Provisions) Act 1976

(i)Casllwchwr Ladies Bowls Club

The Clerk's Report was **NOTED** and it was **RESOLVED** to make a Grant in the sum of £200.00

(ii)Marie Curie

The Clerk's Report was **NOTED**

(iii) St. Michael's Church

The Clerk's Report was **NOTED** and it was **RESOLVED** to defer the request pending further information from the Church in respect of its anticipated future use and the Church being able to give a categorical assurance that there have been no discussions to date concerning a closure of St Michaels and none are planned.

(d) Proposed 20 Residential Dwellings (Affordable) with new amenity space Land off Heol Pentre Bach Gorseinon Swansea

The Clerk's Report was **NOTED**.

(e) Hanging Basket Scheme

The Clerk's Report was **NOTED** and it was **RESOLVED** to authorise the payment to Swansea Council as noted in the Report.

(f) Sustainable Drainage (SuDs) Statutory Guidance

The Clerk's Report was **NOTED**

(g) Welsh Government-Town and Community Council Update

The Clerk's Report was **NOTED**

(h) Community/Town Council Review Group

The Clerk's Report was **NOTED**

124. PLANNING REPORT

1- The Council considered the following planning applications upon which the observations of the Town Council had been requested

(i) 2018/2447 Kingsbridge - Area 2

16 Loughor Road, Gorseinon, Swansea, SA4 6AY

Mr Graeme Tulip- Part two storey, part single storey side/rear extension

It was **RESOLVED** that there would be no objection

(ii) 2018/2567 Kingsbridge - Area 2

14 Penrhos, Gorseinon, Swansea, SA4 4PA

Mr Steven Raikes- Part two storey part single storey side/rear extension

It was **RESOLVED** that there would be no objection

(iii) 2018/2509 Lower Loughor - Area 2

80 Castle Street, Loughor, Swansea, SA4 6TS

Mr Martin Taylor- Change of use from public house and restaurant and first floor self contained flat to 3 no. two bed linked dwellings including demolition of the existing single storey rear wing, alterations to fenestration and three front canopies

It was **RESOLVED** that the Council would object to the Application for the following reasons-

-there are no parking facilities
-visual impact;the original frontage needs to be retained-the proposals are not in character

(iv) 2018/2590 Upper Loughor - Area 2

173 Alexandra Road, Gorseinon, Swansea, SA4 4PE

Mr P Rees- Conversion of laundrette to one residential dwelling, fenestration alteration and installation of a door to the rear elevation

It was **RESOLVED** that there would be no objection

(v) 2018/2640 Upper Loughor - Area 2

19 Heol Cae Tynewydd, Loughor, Swansea, SA4 6PW

Sheila New- Single storey rear extension and addition of window to ground floor side elevation

It was **RESOLVED** that there would be no objection

125. URGENT ITEMS

Members discussed generally the website and in particular the services and features required and how the current provider could be improved.

It was **RESOLVED** to carry out the actions discussed.

126. 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.

127. FURTHER REPORT OF THE CLERK

(a) Payments

It was **RESOLVED** that the payments referred to in the Report be authorised

(b) Receipts and Payments

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

(c) Globe Field

(i) Acquisition for Car park

The Clerk's Report was **NOTED**

(ii) Tree Lights

The Clerk's Report was **NOTED** and it was **RESOLVED** that the Clerk contact the Electrical Contractors to obtain further detailed costings

(d) Budget

The Clerk's Report was **NOTED** and it was **RESOLVED** that-
1-the Budget for the Welfare Hall as attached to the Report be accepted
2-the Budget for the Town Council as attached to the Report be accepted

- 3-the Precept for 2019/2020 be set as £86,324.00
- 4-the salary of the Caretaker be increased as set out in the Report
- 5-taking into account the Clerk's Report that the sum of £50,000.00 be designated as earmarked reserves for the purposes set out in the Report

Chair

CYNGOR TREF LLWCHWR

LLWCHWR TOWN COUNCIL

Minutes of the Welfare Hall Management Committee

Meeting held on the 14th January,2019

Present: Councillor I.James(Chair)

Councillors S.Beynon,J. Bowen,A.Davis,Will Evans,Wendy Evans,
P.Parsons, C.Phillips, C.Richards ,R.V.Smith, W.Smith,
J.Williams, P.Williams and R.Williams

(Welfare Hall, Loughor: 7.10pm – 7.20pm)

39. APOLOGIES

There were no apologies for absence.

40. DECLARATIONS OF INTEREST

There were no declarations of interest.

41. MINUTES

It was **RESOLVED** that the minutes of the meeting held on the 3rd December 2018 be confirmed as a correct record.

42. MATTERS ARISING

There were no matters arising

43. REPORT OF THE CLERK

(a)Payments

It was **NOTED** that the following payments have been made by Direct Debit-

Virgin Media	£70.80
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It was **RESOLVED** that the following payments be approved

O'Brien Security(Digi Air and annual intruder maintenance)	£324.00
O'Brien Security(annual maintenance fire alarm)	£240.00
BT(further cancellation charges)	£62.76
Licensing course fee	£340.00
NPower(Gas)	£1,212.68

(b)Alarm

The Clerk's Report was **NOTED**

(c)Licensing

The Clerk's Report was **NOTED**

(d)Former Police Office

The Clerk's Report was **NOTED.**

The Clerk also reported that the lock to the Office had been changed by Neners ,Locksmiths at a total cost of £90.54 and the new keys given to the Caretaker.

It was **RESOLVED** that-

- i)the Clerk would arrange a site visit of the Premises for Members and
- ii) the payment to Neners be authorised.

(e)Boiler

The Clerk's Report was **NOTED**

(g)Works to the Hall-Frontage

The Clerk's Report was **NOTED**

(h)Welfare Hall Receipts

The Clerk's Report was **NOTED**

44. URGENT ITEMS

There were no urgent items.

Chair
CYNGOR TREF LLWCHWR

LLWCHWR TOWN COUNCIL

**Minutes of the meeting of the
FUNCTION SUB-COMMITTEE
held on the 14th January,2019**

PRESENT: Councillor I.James(Chair)
Councillors S.Beynon,J. Bowen,Will Evans,Wendy Evans, P.Parsons, C.Phillips, C.Richards
,R.V.Smith, W.Smith,J.Williams,
P.Williams and R.Williams

(Welfare Hall, Loughor: 8.10 – 9.00 pm)

36. APOLOGIES FOR ABSENCE

There were no apologies for absence

37. DECLARATIONS OF INTEREST

There were no declarations of interests.

38. MINUTES

It was **RESOLVED** that the minutes of the meeting held on the 3rd December,2018 be confirmed as a correct record.

39. MATTERS ARISING

There were no matters arising

40. CLERK'S REPORT

(i) Cawl a Chan

The Clerk's Report was **NOTED** and the format of the Poster and

Tickets were agreed.It was **RESOLVED** that:

a)the ticket price would be £3.00

b)final arrangements would be discussed at the February Meeting of the Sub-Committee

(ii) Annual Dinner 2019

The Clerk's Report was **NOTED** and it was **RESOLVED** that both the Checklist and the Guest list would be discussed at the February Meeting of the Sub-Committee

(iii) Awards Evening 2019

The Clerk's Report was **NOTED** and it was **RESOLVED** that at the next Meeting of the Sub Committee there would be a discussion as to suitable recipients

41. OTHER COUNCIL FUNCTIONS

It was **NOTED** that the Council had received several requests from St.Michael's Church for use of the Welfare Hall as follows-

i)a fund raising Event on the 22nd February 2019 and

ii) a Concert on the 16th March 2019

It was **RESOLVED** that as regards

i)the normal hire fee for the Hall would be waived on the understanding that the Church Members and their guests would not be permitted to bring their own alcohol to the Event and strictly would be required to purchase alcohol from the Council's Bar at the standard tariff and further would be required to cover the costs of the Caretaker at £8.21 an hour for the duration of the Event and

ii)the normal hire fee for the Hall would be waived on the understanding that no alcohol at all would be consumed at the Concert.

Chair

I am writing to express our thanks to the Council for the donation of £200.
We are very grateful for your generosity. It will go towards the cost of hiring the hall.
My thanks, also, to yourself and Councillor Robert Smith for your very helpful assistance and support.
Councillor Ireen James was very impressed with our class.
Thank you also for the photos that Anthony took, they showed the joy on our faces whilst doing the exercises.

Regards
Jennifer.

Agenda Item 11

LLWCHWR TOWN COUNCIL
Date 27th January, 2019
REPORT OF THE CLERK

CONTENTS

- 1-Police Matters
- 2-Accounts for payment
- 3-Grants
- 4-LGBT History Month
- 5-Council Newsletter
- 6-Community & Town Councils Forum
- 7-Photography Protocol
- 8-Defibrillators
- 9-OneVoiceWales

Agenda Item 11

LLWCHWR TOWN COUNCIL
FULL COUNCIL
Date 4th February 2019
Report of the Clerk

CONTENTS

1-Police Matters

No report has been received.

2-Accounts for Payment

Gavin Davies Design(Photobook for Councillor Ron Williams as Mayor)	£75.00
Data Protection Renewal Fee	£40.00
BNP Paribar Leasing(Printer)	£134.40
RBS(Financial Package) Annual Fee	£121.00

3-Grants-payable by virtue of S.19 Local Government(Miscellaneous Provisions) Act 1976(save for item (Viii))

(i)3rd Lliw Valley Gorseinon Scout Group

The Clerk has received a request for funding from the above Group and which is set out below-the Group have previously received funding from the Council in February 2016,2017,and2018 in the sum of £200.00 each.



Heather Culliford
23 Penmynydd
Gorseinon
Swansea SA4 4PT

Tel: 07974 396690
Email: hculliford@gmail.com

January 2019

Dear Loughor Town Council

Grant Request for 3rd Lliw Valley Gorseinon Scout Group

Gorseinon Scout Group meets in its own HQ behind the old Gower College Building now a new Centre and next to Tabernacle Chapel on Alexandra Road. We provide Scouting to youngsters aged from 6 years to 16 years; and beyond with our Young Leader Programme. Our head count is at present around 70 youngsters, 12 plus adults. The Beaver, Cub and Scout sections provide a balanced programme of activities on a weekly basis plus Camps, Fun Days and District and Area Competitions. The Young Leaders, who are also members of the District Explorer Scout Unit, help out in the sections, take part in Young Leader Training and some are taking part in the Duke of Edinburgh Award Scheme. We currently have one Adult Leader who is training for his wood badge. All the other adult leaders have had new modules added recently which they have had to work through to keep up to date.

We are starting to move forward with work on the Headquarters, the boys toilets have had a much needed upgrade, new folding tables are being ordered and new lighting is on its way thanks to previous grants. Progress is slow as we are still without parental help on our committee and the leaders only have so much time to give after preparing and running scouting itself which is their primary (and should be sole) role.

The revamp of the weekly subscription is going well and hopefully now covering our outgoings but with all our bills rising and our Annual Membership Fee that we have to pay to our Scout Headquarters rising to £52 this year we are still dependent on grants to improve our scouting.

Now that we have completed a certain amount of necessary work to our hall we can turn our attention to camping which is a big part of scouting for all ages. The younger sections may camp indoors or out but the Scout Section obviously prefer being under canvas. As you know we have a disabled youth member confined to a wheelchair who is enjoying scouting and has been on several indoor camps with the Cub section. He will soon be moving up to Scouts. He is in need of a special camping bed which is raised up from the floor to aid lifting as he is getting bigger and heavier. We also have other camping equipment that is in need of repair or replacement. Camping equipment has been off our radar for the last few years as the state of the HQ had, for safety reasons, to come first.

We are an inclusive organisation which is open to all, male and female, race, religion and disability – all are made welcome and all have the right to become members of the World Wide Scouting Family.

We would ask that any donation you feel able to contribute this year would be very welcome to assist with our commitments to running Scouting in Gorseinon.

If you need more information, please do not hesitate to contact me.

Yours sincerely

Heather Culliford

Heather Culliford
Group Scout Leader

(ii) Age Cymru

The Clerk has received the following request and Members views are sought. Age Cymru sought financial assistance in April 2018 and the request was noted. Age Concern received a Grant of £200.00 in February 2013.

Nigel Havard
Clerk
Llwchwr
Town Council
30 Huntington Way
Tycoch
Swansea
SA2 9HN

January 2019

Dear Clerk

We are writing to you today to appeal for support for Age Cymru Swansea Bay.

Age Cymru Swansea Bay is a vibrant, independent local charity. We work at the heart of the community to meet the needs of older people. We have been serving the people of Swansea since 1974. We currently provide services throughout Swansea, Neath Port Talbot and Bridgend.

Our current services include:

Warm and Well

Our Warm & Well project provides FREE information and advice, including form filling, to people aged 65 and over in the comfort of their home.

- Full benefit checks
- Attendance allowance
- Personal Independent Payment (PIP)
- Disability Living Allowance (DLA)
- Pension credit
- Housing benefit
- Council Tax reduction
- Fuel poverty



Homecare +

Homecare + helps people look after their homes, no matter what their age

- Domestic Cleaning services (laundry & ironing services, Carpet shampooing, Spring clean & deep cleaning.
- Gardening services
- Home Maintenance (electrical work, general building, painting and decorating, heating and plumbing, installing household appliances, flooring and roofing, disabled adaptations, locksmith.
- Meal preparation
- Hairdressing
- Foot care

Age Cymru Swansea Bay
Canolfan Adnoddau Cymunedol
Forge Fach
Ffordd Hebron
Clydach
Abertawe, SA6 5EJ

Age Cymru Swansea Bay
Forge Fach Community Resource Centre
Hebron Road
Clydach
Swansea
SA6 5EJ

ff/t 01792 64 88 66

e/e enquiries@agecymruswanseabay.org.uk
www.agecymruswanseabay.org.uk

Out of a population of 47,500 in Swansea alone, 19.4% are over 65. We know this figure will increase every year. So the need for our services is more important than ever.

We already know that there's a need to provide services such as:



- Drop in service for information and advice
- Access to legal help
- Lifetime planning
- Tax advice
- Advocacy
- Benefits appeal help
- Befriending
- Hospital discharge
- Shopping
- Handyman

We're hoping that you'll be able to help us achieve even more in Swansea.

If you would like further information about the charity, please do not hesitate to contact me using the mobile number below.

Thank you for your consideration.

Kind regards

Victoria

VICTORIA JONES
Fundraising and Communications Officer
Mobile: 07718 769199
Telephone: 01792 648866
Email: victoria.jones@agecymruswanseabay.org.uk

(iii)Gorseinon Community Car Scheme

The Clerk has received the following request and Members views are sought. The Scheme has not previously received any funding from the Council.

“As you may know the Gorseinon Community Car Scheme has been in operation for some 30 years. We find that there has been an increase for the use of our wheelchair accessible vehicle to the point

that we now desperately need to replace one of our vehicles.

The increase in the number of journeys made by the wheelchair vehicles has put a great strain on maintenance costs. Although we continue to fund raise whenever we can, we still need additional help.

I would be grateful if you would be able to assist.

Regards,

Phillip Scott (Chairman)
Gareth Richards (Co-ordinator)
Lynda Rice (Co-ordinator)

Gorseinon Community Car Scheme"

The Scheme has not previously received any funding from the Council.

(iv)Garden Village AFC

The Clerk has received the following request from the Club. The Club previously received a £500.00 Grant in February 2003.

To whom it may concern,

On behalf of Garden village Juniors U13s, I would like to apply for a grant to help towards kit for the team when we travel to Holland in April to compete in a competition.

Last season we were very successful winning the u12 Swansea junior league as well as the u12 cup.

In April, to challenge the boys we have entered a national completion in Holland which will see the boys playing top club teams from all over.

A squad of 14 boys (and their parents) will travel to Holland for 3 nights over the Easter weekend and play 2 days of football. This will be an amazing experience for these youngsters and hopefully we can come away with some silverware as well as amazing memories, whilst flying the Welsh flag proudly!

The boys have already undertaken various fundraising activities such as helping at the Swansea 10k funrun, bag packing at Tesco and M&S, quiz nights and a sponsored walk.

We are hoping to raise enough money to buy full kit for each of the boys to include playing kit, tracksuit and a hoodie.

We would be very grateful if you would give this application consideration and if you need any further information, to support our request please let me know.

Kind regards

Catrin Evans (parent)

(v)Penyrheol Amateur Boxing Club

The Clerk has received the following request for funding from the Club. The Club has received the following financial assistance from the Council-

- April 2008 £250.00
- January 2012 £250.00
- February 2013 £250.00
- March 2014 £250.00
- February 2016 £300.00
- April 2017 £300.00
- February 2018 £300.00

PENYRHEOL AMATEUR BOXING CLUB
(AFFILIATED TO W.A.B.A)

SECRETARY/TREASURER

Colin Jones,
8 Y Cwm,
Heol Pentre Bach,
Gorseinon,
Swansea, SA4 4ZA.
Tel: 01792 535936

CHAIRMAN

Eric Davies,
Lonsdale,
Pontardulais Road,
Gorseinon,
Swansea, SA4 4LP.
Tel: 01792 894240

25th January, 2019

Mr. Nigel Havard,
Clerk,
Llwchwr Town Council,
30 Huntingdon Way,
Tycoch,
Swansea, SA2 9HN .

Dear Mr. Havard,

Re Annual Grants to Organisations

I am writing again on behalf of Penyrheol Boxing Club, regarding the above grants.

I am pleased to inform the Council that again the activities of the Boxing Club remain at a high level, and would advise that we now have four coaches in place to accommodate the number of boxers that we have at the Club.

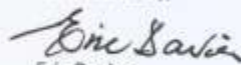
The good news for 2018 is that we had four Boxers who won Gold Medals at the Welsh Championships, and three boxers who represented Wales, boxing against Ireland, England, and one boxer who travelled to Serbia for Wales, against Russia. Locally, we now have a number of girls boxing at the Gym, who we hope will progress to box at Boxing Tournaments.

The December 2018 Annual Dinner/Boxing Show proved to be a successful evening with Penyrheol Boxers winning 8 of the 9 Bouts that they were entered in.

The Officers of the Boxing Club recognise the financial support that we have received from the Town Council, over a number of years; also the support of Local Councillors, and we are very grateful for your financial support to enable us to continue with our aims and success of the Club.

As you will appreciate the costs of running the Club, including the Annual Lease, Insurance, Heating and Lighting, Public Liability Insurance and Travelling costs to other tournaments amount to a minimum of £4,000 per annum, and hope that the Town Council can again award us a grant to help towards our costs and activities.

Yours sincerely,



Eric Davies,
Chairman.

P.S. An up-to-date Bank Statement is enclosed.

The Bank Statement was not in fact included and the Clerk has requested a copy.

(vi) 360 Llwchwr Squadron (formerly ATC)

The Clerk has received the following e mail from the Squadron requesting funding; the Squadron/ATC has previously received funding from the Council as follows-

-April 2008 £250.00

-April 2013 £300.00

-April 2015 £300.00

Dear Councillors, Sirs and Ma'ams,

My name is Sharon Thomas and I have recently taken over the role of secretary of the 360(Illwchwr) squadron, RAFAC, Civilian Committee. RAFAC (Royal Air Force Air Cadets) is the rebranded name for the Air Training Corps which has played a part in youth development in Gorseinon and the surrounding areas for more than half a century.

Although sponsored by the Royal Air Force, we are a registered charity and rely on fund raising to operate in many aspects of training including sports, adventure training and citizenship. We currently have a marching band which supports many community events and also provide opportunities for our cadets to experience activities both nationally and internationally. We have recently started working on a rigorous recruiting campaign which will require lots of work for first aid training and Duke of Edinburgh award participation. The older cadets may also acquire NVQ qualifications to reflect their efforts and help them into their working lives.

As you can appreciate, in order to facilitate this, our adult volunteers need training to the required level in various skills and our equipment needs to be fit for purpose to ensure a quality experience is being provided.

My role is to help fund raise and oversee the distribution of funds to ensure that the best value for money is being achieved. To this end, we have identified three areas that require funding and we would be more than grateful for any financial assistance that your council could provide.

These include repair and refurbishment of band equipment. After many years of use, many of our drums are in need of some TLC and our bandmaster hopes to re- introduce the cavalry trumpet so we can facilitate armistice parades with last post and other calls.

We are lacking a flight simulator, due to mod cuts this has become a vital part of our airmanship training.

Finally, we have gained recognition throughout South Wales as a solid contender for sport, several of our cadets regularly attend events at national and regional level but we lack some of the equipment needed to maximise their potential. We would like to be able to extend this facility because it also tackles the issue of childhood obesity.

I understand that this is quite a detailed request for funding. We would be grateful for any contributions but if you felt there was a specific area that you would be interested in helping, then I would be happy to channel your funding to that area.

I would like to thank you for giving this application your consideration and look forward to hearing from you at your earliest convenience.

Sharon Thomas (Mrs)
Secretary
360 (Illwchwr) squadron
Civilian Committee
Ty Ivor Morgan
Park Road
Gorseinon.

(vii)[St.Michael's Church](#)

Members will recall that at the last Meeting of Council the Clerk presented a Report wherein the Church requested funding towards the Restoration Fund(the Church have not previously received any funding from the Council);set out below is the Minute

“ The Clerk’s Report was **NOTED** and it was **RESOLVED** to defer the request pending further information from the Church in respect of its anticipated future use and the Church being able to give a categorical assurance that there have been no discussions to date concerning a closure of St Michaels and none are planned.”

Subsequently the Clerk e mailed the Church requesting a categorical assurance that there have been no discussions to date concerning a closure of St Michaels and none are planned.

Set out below is the Church’s response-Members are requested to confirm whether the response is satisfactory and if so further confirm whether the Council are minded to award a Grant.

From: [Peter Brook](#)

Sent: Sunday, January 27, 2019 4:58 PM

To: clerk@llwchwrtauncouncil.gov.uk

Subject: Fwd: St. Michael's Church Fund Raising Appeal

Dear Nigel,

Here is a previous reply and I may stress that the PCC are intent on restoration as well.

Peter

Clerk's Note-previous reply 18th January set out below

“From: Peter Brook <peter.brooks256@btinternet.com>

Date: 18 January 2019 at 10:32:07 GMT

To: Nigel Havard <clerk@llwchwrwtowncouncil.gov.uk>

Cc: adrian@stcath.org.uk, ian davies <iandavies12@hotmail.com>, Jonathan Davies <ven.jbd@sky.com>

Subject: Re: St. Michael's Church Fund Raising Appeal

Dear Ken,

There have been no discussions at senior level regarding church closures because under the constitution of the Church in Wales any such consideration can only come from you the PCC.

Peter “

Clerk's Note-previous reply 16th January set out below

“From: Peter Brooks

Sent: Wednesday, January 16, 2019 10:37 AM

To: ken.grayson3@btinternet.com

Cc: clerk@llwchwrwtowncouncil.gov.uk

Subject: RE: St. Michael's Church Fund Raising Appeal

Dear Ken,

My thanks for the copy of the email you have received from Nigel Harvard.

I am including Mr Havard in this reply.

The Church in Wales have no plans to close churches in Loughour.

No Church can be closed on the authority of the Archbishop of Archdeacon.

Closure can only come when the congregation themselves have asked for it and only then after a period of consultation.

This must include looking at alternative uses for the building whilst still retaining a place of worship, long term feasibility of management of the building.

It would close temporarily if serious structural damage was found and if the building could not be insured by the churches insurers. On rectification the building would re-open.

The Church in Wales is governed by a legal constitution and church buildings whilst they are owned by the Representative Body of the Church in Wales their immediate governance and maintenance is undertaken by the Parochial Church Council. It is only the PCC that can make a decision on closure but only then with thorough consultation both locally and with the assistance of the Diocesan senior staff and the property department of the Church in Wales.

I can assure you that church closure is not on the PCC's agenda and therefore can I ask you to reconsider the churches application for a grant please.

Reverend Canon Peter Brooks Area Dean Greater Gower Deanery.”

(viii)[Tenovus Cancer Care](#)

The Clerk has received the following e mail from the above organisation. Members are requested as to whether they wish to consider awarding a Grant. The power to award a Grant in this instance would be S.1 Local Government Act 2000 which grants the Council the power to (inter alia) promote social well being in their area and to that end the Council can give financial assistance to any person.

Tenovus have not previously received any Grants from the Council but Macmillan Cancer Support have received the following Grants-

a) November 2012 £300.00

b) November 2016 £300.00

c) September 2017 £300.00

d) March 2018 £300.00

“Dear Community Councillor,

Together, we can make things better!

Every single day in Wales 52 people are diagnosed with cancer - together, we can help! We know cancer doesn't just affect the person who's been diagnosed. It affects their family and friends too. That's why our services are for anyone affected by cancer. Tenovus Cancer Care is here to help cancer patients and their loved ones cope, and through our vital research we offer hope. We're the leading cancer charity in Wales and, whenever we're needed, we're here!

I'm writing to ask if you would consider choosing **Tenovus Cancer Care** as your nominated charity for the forthcoming year, or if the Community Council would consider making a donation to the work of Tenovus Cancer Care. By doing so, you can help keep our essential services running.

Services like our **Support Line**, which is open every day. It's free to call, 365 days a year, which means our nurses are here for anyone affected by cancer whenever they need it. We know if you're worried about cancer, that doesn't stop just because it's the weekend. And neither do we.

We also bring our services into the heart of the community. Many patients are able to have their chemotherapy or lymphoedema treatment on one of our **Mobile Support Units**, which brings treatment closer to home, saving money and the stress of travelling long distances. Less miles to travel and more time with the people they love.

We know singing is good for you. It lifts spirits, unites people and helps them to cope with cancer. It can even help reduce pain and the side effects of treatment. We have **Sing with Us Choirs** across Wales, supporting over 1,700 people each week with more joining all the time!

We fund vital **Cancer Research** finding new ways to prevent, diagnose and treat it. The researchers we've supported have already done so much to help cancer patients around the world. But our work needs to go on; not just in the lab but in the community too. **And that's why we need your help. Please support Tenovus Cancer Care this year to help make sure we can continue to support cancer patients and their loved ones, in your community.**

Please don't hesitate in contacting me on 01267 223991 alternatively by emailing Emily.wells@tenovuscancercare.org.uk for more information. I very much look forward to your response and thank you in advance - remember, **together we can help!**

For our Annual Report & Accounts for 2017-2018 please [click here](#).

Best wishes

Emily Wells
Regional Fundraising Manager – West Wales”

4-LGBT History Month

The following e mail has been received from GMB Shout-Members views are sought.
“Dear Councillor,

I write to ask what your Council will be doing to celebrate LGBT History Month in 2019. Some Councils fly a rainbow flag over the civic buildings, some promote it on their social media and others run exhibitions in their local libraries and for Council staff. Some do all three.

I'm sure you'd agree LGbt rights are important and local people value equality being celebrated.

Many thanks in anticipation. We look forward to your reply.

Best wishes,

Regards

GMB Shout WSW Region”

5-Council Newsletter

The Clerk ,in consultation with the Mayor,is currently preparing the Council Newsletter with a view to delivery in the Easter Holidays.The Mayor has requested the views of Members as to the persons or organisations who will be willing to deliver the Newsletter.

6-Community and Town Councils Forum

Councillor Jeff Bowen and the Clerk attended the Forum held at the Guildhall on the 28th January,2019.Included in the Agenda were three Power Point Presentations-

- i-Planning Procedure/Legislative Changes
- ii-Applying the Sustainable Development Principle
- iii-Keeping Recyclables out of Black Bags

The Presentations are quite lengthy documents-the Head of Democratic Services of Swansea Council stated at the Meeting that he would forward the Presentations to the Clerks present;however at the time preparing this Report the documents have not been received.It is

the Clerk's intention to e mail separately the Presentations to all Members;because of their length it is not practicable to include them as Agenda Items.However once Members have had sight of the Presentations and if there are any issues/discussions to be raised then these can included as Agenda Items for the March Meeting .

The Forum also reviewed the Charter between the City and County of Swansea and the Community/Town Councils(C/TC) within its Boundaries.Members will recall that the Charter was an Agenda Item in the January Meeting.The Minutes show that the Clerk's Report was NOTED.

There were no changes made to the Charter at the Forum Meeting and each C/TC is being asked to formally adopt it.The Head of Democratic Services did wish to emphasise the training element in the Charter which states

“CCS will offer Councillor Code of Conduct training to C/TC Councillors and access to the Authority's training suite at a cost”.The above Officer stated that there numerous courses available and that the cost of access to the E-Learning suite would be in the region of £15.00 per person per year (for all courses not just one)

Consequently the following Resolution is suggested-

“The Clerk's Report was **NOTED** and it was **RESOLVED** to adopt the Charter referred to in the Report on behalf of Llchwyr Town Council.”

7- Photography Protocol

The Clerk and Councillor Judith Williams have agreed both the wording of the Protocol and the two Forms to be utilised under it.

The Protocol and Forms are attached and Members are requested to approve same.

LLWCHWR TOWN COUNCIL **PROTOCOL ON THE PRODUCTION OF COUNCIL PHOTOGRAPHS**

1-General

a)Members of the Council and employees of the Council should expect to see photographs and video footage of themselves whilst on Council business whether this be on social media,on line or on print.

b)Members of the public attending public events such as fetes,parades and sports events must also expect to see occasional photographs and video footage of themselves on line and in social and print media.

c)If the Council (through its official photographer) is taking photographs at such events or smaller less public events and which involve photographs of individuals or smaller groups of people then

-normally the Council Photographer should seek express permission(at least verbally) from such individuals and state the purpose of the photographs eg Council publicity and the forum in which such photographs will be published eg Council Website,Newsletter

-if permission is not given then no photographs should be taken

-as a general rule there will be no restrictions(save for the permissions referred to above) on the number of photographs the Council Photographer may take at any one event

-the Council Photographer will secure such photographs as securely as is possible

Eg computer or computer sticks are password protected

-the Council hereby declares that it will hold only so many of the photographs as are necessary for the purpose for which they were taken eg for publicity and for use eg on the website.All surplus or excess photographs will be destroyed by the Council's Photographer.The Council declares that further it will hold the photographs which it has utilised for the above purposes only for such period as is necessary to carry out those purposes or for a period of 5 years from the date of the photograph (whichever is the shorter period) and thereafter the Council Photographer will destroy such photographs

d)if feasible the Council's Photographer should display the following Notice at the Event or forward same to eg the organiser

Llwchwr Town Council will be taking photos at today's(presentation)("Event"). These images will be used by the Council to share news about the Event, and to publicise its next similar Event and/or the Council generally. Images may be used in press releases, printed publicity and published on the Council's website. They will be stored securely until the next similar Event or until the Council no longer require them for the above purposes or for a period of 5 years (whichever is the shorter period) , after which the photos will be deleted. If you would like to see your images, or would like the Council to delete them, please email the Council's Clerk on clerk@llwchwrtowncouncil.gov.uk at any time.

e)it is recognised that at Events the Council's Photographer will be asked by attendees for copies of photographs-there is no objection to this.However such attendees will need to make sure that they understand that such copies are for their personal use and should not be shared more widely eg on social media-the following form could be utilised

I have received images from LLwchwr Town Council. I understand that these are for my personal use only, and I will not publish them or post them online anywhere.

Name:

Phone number:

Signature:

Date:

f)The Council also recognises that it may wish to share photographs with other organisations eg other Councils.In such an event the matter will be referred to the Clerk to the Council who will observe the following principles-

-before the photographs are shared with a third party organisation the Clerk will ensure that such organisation understands the purpose for which the photographs are being shared

-confirmation is received from such organisation of the above point

-confirmation is received the photographs will be stored securely

-confirmation of the period for which the photographs will be kept and that they will be deleted if the Clerk requests same

2-Photographs of Children

Special rules will apply to the taking of photographs of children-children in this protocol will be deemed to be any person under the age of 18 years.

The Council will adopt the following procedures-

a)before photographing or filming children the Council's Photographer will need to ensure that the parent/guardian is aware of why the Council are taking photographs(eg for the purposes set out in Paragraph 1(c) above),what the photographs will be used for and given

the Council's e mail address so if required they can request the deletion of such photographs(it may be useful for the Council's Photographer to distribute Council Business Cards with the Clerk's details for this purpose)

b)Parents/guardians should have an opportunity to inform the Council's Photographer if they do not want their children photographed.If a child's parent or guardian is not present then photographs should not be taken(NB if the Event is in a school or at a location where an organisation holds parental/guardian consent then see later procedures under GDPR and Data Protection)

c)The Council's Photographer should always attempt to obtain a written consent form from such parent/guardian

3-Copyright

Copyright rules mean that photos ,films and other media can only be used with the permission of the person who created them.Thus if any third party takes photographs at a Council Event those photographs are the copyright of the person who took them and could only be used with his/her permission.This rule applies to the Council's Photographer as he is not a formal employee of the Council.

The Council's Photographer hereby declares by signing this Protocol to release his copyright in all and every photograph taken by himself at a Council Event and confirms that the copyright in such photographs vests in the Council.

4-Correct Use of Images

The Council hereby declares that it will not manipulate photographs or images to present an untrue or unfair picture and only use images in their proper and agreed context.

5-Data Protection Act 2018 and the General Data Protection Regulation (GDPR)

a)GDPR came into force in May 2018.GDPR regulates the processing of personal data.Personal data is information about a person which is identifiable as being about them. This includes basic things like names and addresses, and also more complex or sensitive information such as ethnicity, criminal record, employment history, sexual orientation, and health information.

Personal data can be held electronically or on paper. Photographic and film images are also considered to be personal data if people are identifiable in them.

b) The most important step towards protecting privacy and complying with the GDPR is understanding some basic principles. These are:

- Know what **personal data** is.
- Only collect, store or use personal data if your group needs to do so for a clear, specific **purpose**.
- Only collect, store and use the minimum amount of data you need for your purpose. Don't keep extra data if you don't know why you need it, and don't keep data that is no longer needed for a clear purpose.
- Make sure people know how to contact you if they want you to remove their data from your records.
- **Tell people what data you have about them** if they ask you to, and **remove** it if requested.
- **Store** data securely.

This Protocol and its accompanying Forms and Consents is designed so as to be GDPR compliant

c) Under the Data Protection Act 2018 (as advised by OneVoiceWales)-
i) the uploading of photographs on to the Council website would require the consent of the individuals concerned and in the case of children the consent of the parents or guardians would be required-these points are covered in this Protocol in Paragraphs 1(c) and 2 respectively.

ii) School photographs-it is the understanding of the Council that Head teachers routinely collect written permission from parents to allow their child to be photographed whilst at school or participating in activities which the school are involved in. If a Head teacher already has parental permissions for photographs then he/she can grant consent for a number of school children taking part in a photo shoot for publicity purposes. If the Head teacher does not already have parental consent then he/she cannot give permission for the parents because a Head teacher or leader cannot sign consent forms on behalf of a parent or guardian.

It is therefore recommended that either the Council's Photographer or Clerk contacts the relevant school prior to the Event in order to ascertain if such parental consent is held by the School.

iii) It is recognised that organisations other than schools may hold parental/guardian consents which permit their children to be photographed. The Council will, in relation to such organisations, adopt the same procedure and protocol as set out in Paragraph 5 (c) (ii) above save that the Principal (or other person in a managerial or leadership role) of such organisation will be substituted for "Headteacher."

6-Responsible Councillor

The Council hereby declares that the Councillor (currently Councillor Judith Williams) responsible for uploading details of the Council's Events including, specifically, photographs will be subject to the terms of this Protocol.

7-Forms

The Council will utilize the following Forms in order to obtain consent for photographs. The first is intended generally for individuals and the second where a person holds parental/guardian consent

8-Defibrillators

Members have previously enquired as to the reason why there is no defibrillator situated on the wall outside Gorseinon Fire Station. The Clerk had previously been under the impression that the reason was that Cariad had not delivered the casing.

However further investigation by Cariad now reveals that, in fact, the casing had actually been delivered to the Fire Station last autumn; the Chief Fire Officer has insisted on installing the casing himself but has not done so yet-the reason is unknown. Until the casing is installed the defibrillator itself cannot be installed; once Cariad have been informed that the casing is in place then Cariad will order the defibrillator-this could take 8 weeks to deliver

The Clerk will pursue enquiries with the Chief Fire Officer.

9-OneVoiceWales

The Mayor and the Clerk attended the Swansea Area Committee Meeting of OVW on the 21st January 2019. Some of the matters raised-

1-a presentation by James Davies, Chief Executive of Planning Aid Wales; the slides can be

forwarded to Members if required. Mr Davies covered the following points-

- i)-a review of Planning legislation-there will be a new Planning Wales Act possibly in 2020. There is not yet a Development Plan for Wales.
- ii)the importance of Local Development Plans as they provide the framework for future development. LDP's should generally be reviewed every 5 years. Swansea Council have not yet adopted the new LDP.
- iii)there is an emphasis now on pre-development consultation-generally where the development consists of 10 houses or more. Town Councils will be statutory consultees.
- iv)Place Plans-communities develop their own plans which will be a form of Supplementary Planning Guidance; however the LDP needs to be adopted first. Place Plans could ultimately give eg detailed locally sensitive guidance on design and could eg be used as evidence to Council objections to particular applications
- v)once LDP adopted a Community Infrastructure Levy could be introduced-Town Councils may have a statutory right to a share of the "developer's pot". Swansea Council would need to introduce CIL-there is no indication of this for several years. Town Councils could also however consider in making decisions about particular Applications whether to apply for any Section 106 funds that might be available

2-Training-the following courses are coming up-

- i)Planning 6th February
- ii)advanced finance 28th February
- iii)Code of Conduct for Members 20th March
- iv)Well-being 25th March

3-Wales Audit Office report-the Clerk has received this and it consists of two parts-the financial audit of Councils and governance by the internal Auditor. The Report is lengthy and the Clerk will report to the Council's March Meeting. Paul Egan did report that Wales Audit are likely to be looking at the following issues (which the Clerk will consider for the March meeting)-

- i)compliance with the Council's own Standing orders and Financial Regulations
- ii)Scheme of delegation to the Council's Committees and their terms of reference

4-Welsh Government Review of Town and Community Councils-the main point Paul Egan wished to emphasize was that WG would like Councils to utilize the general power of competence which would allow Councils almost unlimited powers unless specifically prohibited by other legislation. However Council would need to meet 3 criteria-

- i)"professionally qualified" Clerk-only 20 Clerks in Wales currently so qualified
- ii)3 years unqualified audit
- iii)percentage of members elected as opposed to co-opted

Dated this 27th January, 2019

Clerk to the Council

LLWCHWR TOWN COUNCIL
Date 4th February,2019
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 are requested:-

- (i) 2018/2565 Kingsbridge - Area 2
5 Ffordd Bryngwyn, Garden Village, Swansea, SA4 4EB
Mr Thornton Jones- Single storey rear extension (Application for a Certificate of Proposed Lawful Development)
w/e 4jan
- (ii) 2018/2724 Kingsbridge - Area 2
Gorseinon Business Park, West Street, Gorseinon, Swansea, SA4 4AA
Mr Stuart Ramsey- Redevelopment of site for up to 36 dwelling units with associated access, parking and works (Outline)
w/e 4 jan
- (iii) 2018/2731 Upper Loughor - Area 2
Land To The Rear Of 173 And 175 Borough Road, Loughor, Swansea, SA4 6RZ
Mr Michael & Jonathan Williams- Detached dwelling (outline)
w/e 4 jan
- (iv) 2019/0018 Kingsbridge - Area 2
72 Beauchamp Walk, Gorseinon, Swansea, SA4 6AE
Mr Andrew Mountfield- To fell 2 Oak trees covered by TPO 562
w/e 11jan
- (v) 2019/0026 Lower Loughor - Area 2
29 Glanymor Park Drive, Loughor, Swansea, SA4 6UQ
Mrs Rachel Thomas- Single storey rear extension
w/e 11 jan
- (vi) 2018/2311 Upper Loughor - Area 2
18 Bwlch Road, Loughor, Swansea, SA4 6TA
Mr & Mrs Sian & Dave Mansfield- Single storey side extension
w/e 18 jan

LLWCHWR TOWN COUNCIL
Date 27th January,2019
FURTHER REPORT OF THE CLERK

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