

## COUNCIL SUMMONS

**You are hereby summoned to attend a meeting of the LLWCHWR TOWN COUNCIL to be held on Monday NEXT the 2<sup>nd</sup> December, 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 4<sup>th</sup> November 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/Trustees held on the 4<sup>th</sup> November 2019 (copy enclosed)
7. To receive the Minutes of the meeting of the Functions Sub-Committee held on the 4<sup>th</sup> November 2019 (copy enclosed).
8. To receive the Minutes of the Lantern Parade Committee held on the 6<sup>th</sup> November 2019.
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 Chair 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 25<sup>th</sup> November, 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 4<sup>th</sup> November , 2019

**PRESENT:** Councillor Will Evans(Chair)

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

(Welfare Hall, Loughor: 7.16pm – 8.03pm)

#### **82. MAYORS ANNOUNCEMENTS**

- (i) On the 15<sup>th</sup> October the Mayor presented a cheque for £350.00 to Ty Llwchwr; the Mayor was very impressed with the work being done. It is very likely that the Council will receive an invite when the Century Garden project is completed.
- (ii) On the 18<sup>th</sup> October the Mayor hosted a Charity Concert; it was very well attended and the Mayor wished to thank Councillors for their help.
- (iii) On the 31<sup>st</sup> October the Mayor attended the final practice session at the West Street Gym and wished the team and coach best wishes in the forthcoming tournament being the European Championship in Israel. Councillor Judith Williams reported that the team had finished 6<sup>th</sup> overall out of an entry of 14 countries.
- (iv) On Saturday the 2<sup>nd</sup> November the Mayor and Mayoress had attended a Field of Remembrance Dedication at the War Memorial West Street, Gorseinon
- (v) On Sunday the 3<sup>rd</sup> November the Mayor had attended at Gowerton Conservative Club for a “Night at the Shows” hosted by St. Johns Church, Gowerton-it was a fabulous evening and raised a lot of money for charity.

#### **83. APOLOGIES**

There were apologies for absence from Councillors  
A. Davis, H. Huelin, K. Roberts, and D. Walters.

#### **84. DECLARATIONS OF INTEREST**

There were no declarations of interests

#### **85. MINUTES OF COUNCIL**

It was **RESOLVED** that the minutes of the Meeting of Council held on the 7<sup>th</sup> October 2019 be confirmed as a correct record.

#### **86. MATTERS ARISING**

The Clerk reported that in respect of Minute No. 77(e) that the organisation concerned did not appear to be a charity; the Clerk had requested financial details and it was agreed that until these were to hand no information would

be placed on the Council's website.

**87. WELFARE HALL MANAGEMENT COMMITTEE/TRUSTEES**

The Minutes of the Meeting of the Welfare Hall Management Committee/ Trustees held on the 7<sup>th</sup> October 2019 were noted and agreed.

**88. FUNCTIONS SUB-COMMITTEE**

The Minutes of the Meeting of the Functions Sub-Committee held on the 7<sup>th</sup> October 2019 were noted and agreed.

**89. LANTERN PARADE COMMITTEE**

The Minutes of the Meeting of the Lantern Parade Committee held on the 2<sup>nd</sup> October 2019 were noted and agreed.

**90. POLICE REPORT**

Sergeant Mark Watkins was in attendance and presented his Report.

**91. CORRESPONDENCE**

A letter of thanks had been received from the Friends of Ty Lluchwr.

**92. MEMBERS REPORTS**

There were no Reports from Members.

**93. REPORT OF THE CLERK**

(a) Police Matters

The Police Report had been presented.

(b) Accounts for Payment

It was **NOTED** that the following payment had been made by Direct Debit-

BNP Paribas	£134.40
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It was **RESOLVED** that the following payments be authorised-

Office expenses (magnets)	£7.20
Reimbursement of additional drinks for Mayor's Concert	£62.14
OVW-training fee	£40.00
David Oglivie Engineering	£68.34
Stamps	£27.26
Laundering of tablecloths	£60.00

(c) Grants-

No application for Grants had been received

(d) Remuneration Panel for Wales

The Clerk's Report was **NOTED**

(e) Dog Fountains

The Clerk's Report was **NOTED** and it was **RESOLVED** that the Clerk inform the original enquirer as to the outcome.

(f)Rialtas Business Solutions

The Clerk's Report was **NOTED** and it was **RESOLVED** that the fees referred to in the Report be authorised for payment.

(g)Remembrance Day Services

The Clerk's Report and verbal update were **NOTED** and it was **RESOLVED** that-

- (i) the bugler's fee of up to £40.00 be authorised and
- (ii) the Clerk to convene a Meeting with the Royal British Legion and the Mayor, Deputy Mayor and the Chair of the Welfare Hall Management Committee/Trustees to discuss future arrangements.

(h)Environmental Issues

The Clerk's Report was **NOTED** and it was **RESOLVED** that the Clerk convene a further Meeting of the Budget Working Party Sub Committee to discuss the matters referred to in the Report and to make Recommendations to a Meeting of the Town Council.

The Clerk's Report in respect of the National Community Energy Campaign was **NOTED**.

(i)Everyday Ageism Campaign

The Clerk's Report was **NOTED**

**94. PLANNING REPORT**

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

(i) 2019/2245 Upper Loughor - Area 2

44 Pengry Road, Loughor, Swansea, SA4 6PN

Mr Craig- Two storey side extension and single storey side/rear

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

(ii)Public Footpath No.LC40-Application for Public Path Diversion Order

Members considered the letter received from Swansea Council dated the 30<sup>th</sup> October and **RESOLVED** to make no objection to the Order provided the Developer accedes to previous requests by the Town Council in respect of Moriah Chapel.

**95. URGENT ITEMS**

There were no urgent items.

**96. 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.

**97. 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

The Clerk's Report was **NOTED** and it was **RESOLVED** that taking into account the Council's duty in respect of bio-diversity that the Clerk inform Swansea Council that it was no longer interested in acquiring any land.

(ii) Tree Lights

The Clerk's Report was **NOTED**

(d) Website

The Clerk's Report was **NOTED**

(e) Dispensation

The Clerk's Report was **NOTED** and it was **RESOLVED** that-

- (i) Councillor K.Roberts be granted dispensation from attending any Council Meeting for a period of 6 months due to family illness and
- (ii) the Clerk contact both Councillor Roberts and Gorseinon College to ascertain the latest position as to litter picking.

Chair

**CYNGOR TREF LLWCHWR**

## LLWCHWR TOWN COUNCIL

### Minutes of the Welfare Hall Management Committee /Trustees

Meeting held on the 4<sup>th</sup> November ,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: 7.00pm – 7.15pm)

**27. APOLOGIES**

There were apologies for absence from Councillors  
A.Davis,H.Huelin,K.Roberts,and D.Walters.

**28. DECLARATIONS OF INTEREST**

There were no declarations of interest.

**29. MINUTES**

It was **RESOLVED** that the minutes of the meeting held on the  
7<sup>th</sup> October 2019 be confirmed as a correct record.

**30. MATTERS ARISING**

There were no matters arising.

**31. REPORT OF THE CLERK**

(a)Payments

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

Virgin Media (October)	£70.80
NPower(Gas)	£123.54
NPower(Electricity)	£69.31

The following payments were authorised-

Swansea Council-Trade Waste Services	£364.00
United-supplies	£91.78

(b)Repairs/Refurbishment to the Welfare Hall

The Clerk's Report was **NOTED** and it was **RESOLVED** that-

- i) the Clerk be authorised to obtain quotations for the work necessary to refurbish/paint the reception area,toilets and the area underneath the balcony
- ii)the emergency stairs to the side of the Chambers be tidied and that the edge of the stairs be painted and
- iii)the Caretaker be authorised to carry out a survey of the balcony seating and if necessary carry out refurbishment works

(c)Receipts and Payments

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

(d)Welfare Hall-Drainage Issues

The Clerk's Report and verbal update were **NOTED** and it was **RESOLVED** that subject to the Caretaker reporting on the dyes to be used in the drains that the Clerk be authorised to appoint an environmental consultant as referred to in the Report.

**32. 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 4<sup>th</sup> November ,2019**

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

(Welfare Hall, Loughor: 8.12 pm – 8.20pm)

**27. APOLOGIES**

There were apologies for absence from Councillors  
A.Davis,H.Huelin,K.Roberts,and D.Walters.

**28. DECLARATIONS OF INTEREST**

There were no declarations of interests.

**29. MINUTES**

It was **RESOLVED** that the minutes of the meeting held on the  
7<sup>th</sup> October 2019 be confirmed as a correct record.

**30. MATTERS ARISING**

There were no matters arising

**31. CLERK'S REPORT**

(i) Cawl a Chan 2020

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

(ii)Annual Dinner 2020

The Clerk's Report was **NOTED**

(iii)Awards Evening 2020

The Clerk's Report was **NOTED**

(iv)Mayor's Charity Concert 2019

The Clerk's Report was **NOTED** and that the Evening had been a great success and the Mayor wished to thank all fellow Councillors who had assisted in the arrangements together with the Clerk ,his wife and the Caretaker.

It was **FURTHER NOTED** that the Clerk had received further ticket receipts of some £440.00 making a total sum of such receipts to £1,130.00.

It was **RESOLVED** that -

i)a letter of thanks be sent by the Clerk to the three performers and that in the case of The Meadows that a sum of up to £100.00 be authorised to cover expenses and

ii)that the Bar Tariff be amended as discussed at the Meeting.

**32. OTHER COUNCIL FUNCTIONS**

It was **NOTED** that there are currently no other plans in place

Chair

**GORSEINON TOWN COUNCIL**

**And**

**LLWCHWR TOWN COUNCIL**

**Minutes of the Lantern Parade Committee Meeting held on the 6<sup>th</sup> November,2019**

**PRESENT** Councillor Malcolm Curtice(Chair)

**Councillors Pam Morgan,Jan Curtice,Ireen James,Pam Williams, Sandra Beynon and Carlo Rabiotti**

**John Millard,Nigel Havard,Peter James,Crazy Town**

**1. INTRODUCTIONS**

No changes

**2. EVENT LOCATION etc**

No changes



3. **SAG etc**  
No updates-risk assessment has come through from Pendragon
4. **LIGHTS**  
All lamp standards in High Street replaced.New Christmas lights going up today  
on lampposts from Sainsbury to Wetherspoon.Switch on 1 week before Parade.  
Rest of Christmas Lights eg bus station on shortly  
Tree enclosure-MC speak K&B
5. **ROAD CLOSURES**  
JM has applied to CCS.Banners ordered.
6. car park barriers dropped off on morning  
Miles hire -ok  
ASDA-mince pies to Bethel Chapel on morning  
Outside perimeter-no issues  
Lewis Jones-confirmed  
Marshals-booked-turn up at 3.00 ;supervisor do tour with PJ and Police  
Christmas Lights-in place  
Christmas lights switch on-when Father Christmas reaches bus station  
Father and Mother Christmas in hand  
Grotto-IJ arrangements in hand  
Rugby Club-have written to them  
Bethel Chapel-OK  
Photographers-Will Kirby and Anthony Phillips  
Fireworks-OK
7. **PARADE**  
Police-need confirmation police horses  
Road train-booked-CCS aware of issues music and opening up 2 sides of trailer  
Mayor's car-ok  
R Tircoed-agreed  
Fire Station-JC written to them-no response;fire engine turning up but not sure about Cadets  
Army Cadets-MC seen them-will turn up in Parade  
St Johns Ambulance-OK will have room in TY Newydd if needed  
Lifeboat-IJ fine  
Pantos-4-all fine;Jermin down to 20  
Circus Eruption ok  
Fairy Tale-JM has received e mails  
Bands-all 4 ok  
Guides and Crazy Town-ok  
RNLI lifeboat-ok  
Cariad-at back  
Scouts ok  
Library team new 6 people
8. **ADVERTISING**  
All had leaflets eg Swansea Sound  
Banners-all up  
PM to do shops  
On Facebook

Notices-A frames go up day before in car park and leaflets on cars  
Give advance notice to food vendors  
Environment team ok

**9. WORKSHOPS**

LTC-IJ- OK  
Supplies ok-Jan Robinson  
Street lights ok  
Toilets closed –issue with roof;may have to use Ty Newydd  
Xmas letter box ok

**10. RESPONSIBILITIES**

As per sheet except-  
JM to check if Andrew Stevens is available  
Lantern sale table-Ron and Pam Williams

Agenda Item 12

**LLWCHWR TOWN COUNCIL**  
**Date 2<sup>nd</sup> December ,2019**  
**REPORT OF THE CLERK**

**CONTENTS**

- 1-Police Matters
- 2-Accounts for payment
- 3-Grants
- 4-Remembrance Day Events
- 5-Car Parking at Council Events
- 6-Purdah
- 7-Ricochet
- 8-Bio Diversity Plan
- 9-Christmas Decorations Competition
- 10-Council Computer
- 11-Appropriate sum under Section 137 Local Government Act 1972

**Dated this 25<sup>th</sup> November,2019**

**LLWCHWR TOWN COUNCIL**  
**FULL COUNCIL**  
**Date 2<sup>nd</sup> December, 2019**  
**Report of the Clerk**

**CONTENTS**

**1-Police Matters**

No report has been received.

**2-Accounts for Payment**

The following payments need to be authorised-

Welsh Audit Office fees

£291.80

SLCC-Membership fee

£202.00

ALCC-Membership fee	£40.00
Mayor's Christmas Cards	£100.00
Pennard Community Council-training fee	£40.00
Printer ink cartridges	£33.00
Clarity Copiers	£22.28
Postage	£1.12
Lantern Parade Workshop-paper	£18.89
Commemorative Bench(Invoice now received from CCS) (incl.VAT)	£1,855.00
Christmas Decorations Competition	£120.00

### 3-Grants-

a)Welsh Hearts-to be considered under S.1 Local Government Act 2000-well-being powers

The Clerk has received the following request;the Clerk has requested financial information but at the time of writing this Report such information is not to hand.Welsh Hearts is a registered charity.The Council have not previously awarded any Grants to this organisation.

**Please help Welsh Hearts make this year's Cardiff Santa & Elf Dash the biggest year yet!**

All money raised helps Welsh Hearts continue to provide:

- ♥  Heart Screening sessions in Wales
- ♥  Defibrillators in Welsh communities
- ♥  Providing free CPR & Defibrillator training in Wales

**Raise £6,500 for heart screening!**

Hundreds die each year from an undiagnosed heart condition.

A simple heart screening session can identify most cardiac abnormalities so that conditions can be managed.

If you can raise £6,500 in sponsorship for Welsh Hearts, we can hold a heart screening session for 100 people

### 4-Remembrance Day Events

The Clerk sets out below the Minute from the last Meeting-

"Remembrance Day Services

The Clerk's Report and verbal update

were **NOTED** and it was

**RESOLVED** that-

- (i) the bugler's fee of up to £40.00 be authorised and
- (ii)the Clerk to convene a Meeting with the Royal British Legion and the Mayor,Deputy Mayor and the Chair of the Welfare Hall Management Committee/Trustees to discuss future arrangements.

It has now been agreed that the bugler's fee of £40.00 will be donated to the Salvation Army.The cheque will be presented by the Mayor on the 7<sup>th</sup> December on the occasion of a Carol Concert with the Salvation Army at Garden Village FC Clubhouse.

The Clerk has contacted Mr Sellick Chair of the Gorseinon Branch Royal British Legion to arrange a meeting with the Mayor, Deputy Mayor and the Chair of the Welfare Hall Management Committee/Trustees; the meeting will, hopefully, take place in early December. The points to be discussed at the Meeting include-

- a) the requirement of early notification and details of Parades and Church Services in the Town Council area; needed for the first Town Council Meeting in October.
- b) confirmation of the person(s) co-ordinating the event and contact numbers.
- c) confirmation of officiating Minister
- d) confirmation of bugler
- e) confirmation of order of personnel/organisation laying the wreaths

f) confirmation of who is to supply the wreaths to the Council and when do they need to be ordered-the wreaths should be ordered by a representative from the Legion, possibly the same one as this year.

### 5-Car Parking at Council Events

The Clerk was requested to contact three organisations namely Gorseinon College, Penuel Baptist Church and St. David's Church.

The Clerk has not as yet received a substantive reply from either the College of Penuel Church but has received the following reply from St. David's-

"I agree that we would like to be helpful therefore going date by date I don't see a problem, just that the church has priority if the dates clash."

### 6-Purdah

The Clerk has received the following advice from SLCC-

**“ADVICE NOTE: ‘Election ‘Purdah’**

There is often confusion as to what a local council, its members and its officers can or cannot do in the run up to elections.

For Parliamentary elections, the purpose of the pre-election period of ‘purdah’ is to prevent the incumbent party from using the machinery of government to their electoral advantage.

The civil servants must be seen to be working for the Government of the day - and not for a party which has candidates standing at a forthcoming election. This is a convention, rather than a law. The Cabinet Office usually issues guidance to civil servants on the principles they should observe.

#### **Prohibition on Political Publicity**

During the period between the notice of an election and the election itself, local authorities should not publish any publicity on controversial issues or report views or proposals in such a way that identifies them with any individual members or groups of members. Publicity relating to individuals involved directly in the election should not be published by local authorities during this period unless expressly authorised by or under statute. It is permissible for local authorities to publish factual information which identifies the names, wards and parties of candidates at elections.

In general, local authorities should not issue any publicity which seeks to influence voters.

#### **Business As Usual**

Does this mean that a council must suspend its normal business until after the election is over? This question comes up from time to time, especially in planning cases, where an outgoing principal council administration makes planning decisions during the so-called ‘purdah’ pre-election period. The Courts do not strike out these decisions by reason of their

being made just before an election, because the judges recognise that to defer a planning decision until after a 'purdah' period might equally well be criticised as 'political'.

### **Council Events in the Purdah Period**

What if the Town Mayor is hosting an event, sponsored by the Council? It is usually best to avoid holding such events within the 'purdah' period. If it is unavoidable, then do consider whether or not the members of your council divide along party-political lines. If so, extra care must be exercised to ensure that each of the political parties is given equal, or proportionate, representation in the invitation list or in the opportunity to buy tickets, and the Town Mayor must ensure that the event is not an opportunity for any person to make political speeches or display political banners, balloons or whatever.

### **What can the Clerk do during the Purdah Period?**

What the Clerk must not do during the election purdah period is to give any political support to any candidate or any party.

### **7-Ricochet**

The Clerk has received the following e mail and members are requested as to whether they wish the information to be placed on the Council's website. Ricochet is a private Company and not a Charity.

"Hello

I'm a researcher at Ricochet, an award-winning independent television production company. We make the BBC series 'The Repair Shop' which follows a team of some of Britain's most passionate and skilled craftspeople as they work fixing, repairing and breathing new life into objects brought in by members of the public. Please visit: [www.ricochet.co.uk](http://www.ricochet.co.uk)

We are looking for treasured items with a personal connection that may have seen better days and community owned objects to repair that are of historical or social interest. We are interested in a wide range of items from teddy bears, garden furniture, chairs and plaques to paintings, music boxes, iron work and clocks!

On previous series, we've repaired a historical clock for a village in Gloucestershire, a transistor radio that provided the theme tune for a happy marriage and a violin played at Auschwitz. The only caveat is that objects and their owners will need to be brought to our workshop in Chichester.

I'm hoping you might be able to help us get the word out and wondered whether this is something you'd be happy putting on your social media? We also have flyers which would be great to send to you to put up if possible and have attached our flyer if you are able to help us spread the word.

Please do give me a call if you have any questions and do feel free to forward my email and contact details onto anyone you think might be interested in taking part.

Kind regards,

Ash Junior

Ayaan Ahmed

Researcher

07946181684

Ricochet Ltd

Pacific House, 126 Dyke Road, Brighton BN1 3TE

Tel: 01273 224800 Fax: 01273 770350

Direct Line: 01273 032209

[www.ricochet.co.uk](http://www.ricochet.co.uk)

Registered in England

Registration No 04053062”

## 8-Bio Diversity Plan

### A-INTRODUCTION

Section 6 under Part 1 of the Environment (Wales) Act 2016 introduced an enhanced biodiversity and resilience of ecosystems duty (the S6 duty) for public authorities in the exercise of functions in relation to Wales.

The S6 duty requires that public authorities must seek to maintain and enhance biodiversity so far as consistent with the proper exercise of their functions and in so doing promote the resilience of ecosystems.

To comply with the S6 duty Llŵchwr Town Council must prepare and publish a plan setting out what it proposes to do to maintain and enhance biodiversity and promote resilience.

A public authority in complying with the S6 duty must have regard to-

- i) The Section 7 list of habitats and species of principal importance for Wales. A section of the S7 list is set out in Appendix 1-as the Town Council is only responsible for a single property namely the Welfare Hall and which has a very limited vegetation surrounding it, it is unlikely the Council will be directly affected by this list
- ii) the State of Natural Resources Report (SoNaRR) published by NRW-a summary is set out in Appendix 2
- iii) Any Area Statement which covers all or part of the area in which the authority exercises its functions once these are produced.

### B-GUIDANCE

In order to fulfil its S6 duty the Council should so far as possible be guided by the 6 objectives of the Nature Recovery Plan for Wales (NRAP).

The 6 objectives to maintain and enhance biodiversity are-

- i) engage and support participation and understanding to embed biodiversity throughout decision making at all levels
- ii) safeguard species and habitats of principal importance and improve their management
- iii) increase the resilience of our natural environment by restoring degraded habitats and habitat creation
- iv) tackle key pressures on species and habitats
- v) improve our evidence understanding and monitoring
- vi) put in place a framework of governance and support for delivery

The Welsh Government have issued Guidance and examples in respect of these objectives and the Clerk sets out some below which the Town Council may wish to consider going forward as part of its duty to comply with the S6 duty; the examples are-

- a) reduce, recycle and re use materials
- b) look for opportunities to help encourage bio diversity eg plant native species, wildflower areas for pollinators
- c) safeguard protected species, habitats and areas
- d) restore habitats to as natural and resilient state as possible
- e) support the creation of new habitats eg local orchards, native hedges
- f) take action to support pollinators and become a Bee Friendly organisation
- g) providing support, involvement and/or funding for partnerships and collaboration for local and community based biodiversity action

All public authorities must publish a Report on what they have done to comply with the S6 duty before the end of every third year after 2019 so at the very least the Town Council will need to review its S6 Plan in December 2022.

### C-THE PLAN-ACTIONS

A)embed biodiversity into decision making and procurement

How?take into account biodiversity considerations when considering planning applications and other associated matters such as footpath diversion orders

B)raise awareness of biodiversity and its importance

How?-encourage community as a whole to volunteer in the context of nature/green spaces and post details of the actions taken by the Town Council on its website

C)restore and create habitats and resilient ecological networks

How?

-in conjunction with Swansea Council sowing wildflower seeds at Cwmladron roundabout

-participating with Swansea Council in its Hanging Basket Scheme at various points around the locality

-enquiring of Swansea Council whether it is possible to plant new pollinators and nest boxes in Globe Field

D)tackle negative factors eg to reduce pollution,and use nature based solutions

How?-sustainable procurement policy to ensure office supplies such as paper,cleaning products and office furniture are sustainably sourced eg locally and/or made from recycled material

E)support capacity and/or other organisations

How?-where applicable require any organisations receiving a Grant from the Town Council to demonstrate how this will contribute to supporting biodiversity as part of their project

#### APPENDIX 1-EXTRACT FROM S7 LIST

Environment (Wales) Act 2016 Section 7 – list of the living organisms of principal importance for the purpose of maintaining and enhancing biodiversity in relation to Wales.  
Mammals / Water vole/ Barbastelle bat/ West European hedgehog/ Brown hare/ Otter/ Pine marten / Harvest mouse/ Dormouse/ Polecat/i Bechstein's bat/ Common Pipistrelle/ Soprano Pipistrelle/ Brown long-eared bat / Greater horseshoe bat/ Lesser horseshoe bat/ Red squirrel  
Birds Aquatic warbler/ Skylark/ Tree pipit/ Great bittern/ Dark-bellied brent goose/  
European nightjar/Common linnet/ Ringed plover/ Hawfinch/ Corncrake/ Common cuckoo.  
The Clerk can supply the full list upon request

#### APPENDIX 2-STATE OF NATIONAL RESOURCES REPORT-EXTRACT

The approach of SoNaRR is ground-breaking. The report sets out the state of Wales' natural resources. It assesses the extent to which natural resources in Wales are being sustainably managed, and recommends a proactive approach to building resilience. And - for the first time – the report links the resilience of Welsh natural resources to the well-being of the people of Wales.

Based on the evidence in SoNaRR, Welsh Ministers will set out their priorities for policy to address the sustainable management of natural resources. Area statements will be developed by Natural Resources Wales (NRW) with our partners and stakeholders to put this policy into action.

Wales' natural resources provide us with many economic, social and cultural benefits. For example:

- £385 million from agriculture to the Welsh economy every year. This figure underpins the £6.1 billion annual turnover and £1.55 billion gross value added attributed to the on-farm production and food manufacturing sector

- 951 million litres of drinking water per day.

- 1.5 million tonnes of green timber a year, making construction easier and cheaper.

- £499.3 million from the forestry sector to the Welsh economy

- 14 million tonnes of aggregates per year, for construction and other uses.

- 8,919 gigawatt hours of energy from renewable sources, and rising, creating a renewable energy industry that employs 2,000 people.

- 410 million tonnes of carbon stored in soil to soak up emissions and protect against climate change.
- £2,870 million in tourism to Wales.
- 28% of adults meeting the recommended level of physical activity through outdoor pursuits.
- £18.2 million in health benefits to people from walking the Wales Coast Path.
- £840 million and 30,000 jobs from the historic environment sector.

Wales' natural resources are in a state of constant change. This has led to challenges such as pollution and climate change and damage to the ecosystems that provide us with the things we need. These impacts are the result of the choices people make every day. They present a risk to the resilience of Welsh ecosystems, which will impact on people's well-being both now and in the future.

'Ecosystem resilience' means how well ecosystems can deal with disturbances - either by resisting them, recovering from them, or adapting to them. Resilient ecosystems are able to carry on delivering services and benefits despite these disturbances. If they are not resilient, ecosystems aren't able to work and deliver services and benefits. For example, if a woodland is planted only with trees of a single species and age, it is possible that all the trees could die from a single disease. The woodland would then not be able to deliver timber, carbon storage, recreation, and many other valuable services and benefits. Wales's new natural resources legislative framework aims to build resilient ecosystems so that they can provide additional benefits to people's well-being.

We have chosen to consider the following activities that reflect the breadth of natural resource management:

1 Waste - While Wales is performing well against Welsh Government Towards Zero Waste goals and statutory targets, there are still significant opportunities to reduce, reuse, recycle, and recover waste across Wales. By doing so, businesses will realise significant cost savings. Improving waste management will also reduce greenhouse gas emissions which contribute to climate change. This would deliver environmental, health and social well-being benefits.

2 Water – Wales is not yet managing water sustainably. This poses risks such as less water availability for agriculture, businesses and homes, poorer water quality, flooding and drought, and risks to fisheries, river ecology, and recreation. These risks could lead to increased costs. For example, in 2015, flooding of major road and rail links, and loss of electrical cables and gas pipes caused disruption to communities and additional costs for utility companies.

3 Air - There are gaps in the management of Wales' air quality that continue to impact on ecosystems and well-being. For example, traffic is the biggest polluter in our urban spaces. Increasing our understanding of how urban environments affect traffic pollution, and the impact on health, will help planners improve traffic controls and the design of urban space.

4 Soil and Land – We need to increase understanding of the importance of soil and condition across all land uses. Managing soils and land use more effectively would reduce our risk of not being able to grow food and have a clean water supply, a stable climate, and many other important benefits.

5 Woodland – Forecasts predict a drop in timber availability if we do not create new woodland and bring more woodland into management. This poses a risk to wood supply and the wider benefits that woodlands provide. Many of these benefits are taken for granted and are under-valued, such as carbon storage to protect against climate change. So there is less incentive for land managers to consider their value when making land-use decisions. This could impact on ecosystem services delivered by woodlands and on future well-being.

6 Energy – It is important to save energy and find ways to generate electricity at lower environmental costs. If we tackle this, we will ensure that future generations will be able to access energy. We will be able to reduce greenhouse gas emissions and begin to address



climate change, wider environmental loss and pollution issues, and their impacts on wellbeing.

7 Urban environments - It has been difficult to build a full picture of the management of our urban systems. This is a gap that needs to be addressed. If Wales takes an integrated approach to managing urban systems, we will be able to maximise the benefits that green infrastructure provides, and so reduce risks and costs to well-being.

8 Seas and coast - Much legislation about the management of the marine environment is new, and it is not yet possible to evaluate its success. Our focus is now on the integrated management of where land and sea meet.

To sum up... It is clear that a range of issues, which are difficult to manage or regulate, is contributing to reducing the resilience of Wales' ecosystems. This affects the delivery of ecosystem benefits, which in turn impacts on people's well-being. In summary, our actions as a society are lowering our and future generations' quality of life. The full value of natural resources and ecosystems is not being adequately taken into consideration in various decision-making processes. Under the Environment Act, Wales now has the opportunity to address this disjointed system and take a more integrated approach

Again the Clerk can supply the full Report if required.

### 9-Christmas Competition for the House with the best Exterior Christmas Decorations

The Council holds an annual competition to choose the best decorated house in Garden Village, Kingsbridge, Upper Loughor and Lower Loughor. The prize for each area is £30.00 and the Mayor presents the cheques in the run up to Christmas. The competition will be advertised in the Council Notice Boards and the presentation date will need to be agreed. Members are asked to choose a winner during the course of December and inform the Clerk so that appropriate arrangements can be made for the presentations. For convenience the current competition terms are set out below.

#### CHRISTMAS DECORATION COMPETITION COMPETITION GUIDELINES

1. No one who is related to any member of Llŵchwr Town Council will be eligible to take part in the competition.
2. All competitors must reside within the area of Llŵchwr Town Council.
3. In all matters relating to the competition the judges decision shall be final.
4. There is no obligation on the judges to disclose when they will visit the area to make their decision.
5. Any property decorated after the visit by the judges or which has additional decorations added after the visit will not be eligible for consideration or reconsideration as the case may be.
6. A winning property will not be eligible to compete in the following year's competition but shall thereafter be eligible as if it had not been a previous winner. This rule shall apply on each and every occasion a property wins the competition.

Last years winners 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

### 10-Council Computer

The Council's Computer is 10 years old and runs Windows 7. Several issues have arisen recently in respect of the Computer's performance-the machine runs at a slow speed, the

letter "D" does not function correctly and Members have reported issues in respect of not being able to open documents or e mails being directed to Spam. Some of these issues may be attributable to the fact that the computer is not running the latest version of the Microsoft Office package- this latter point may have to be taken into consideration when the Council considers its website accessibility duties as the latest versions will be able to run a check on such accessibility on the Council's website.

The Council have also received this advice from RBS who operate the Council's online financial package-

"

Just a reminder that on the 14th January 2020, Microsoft Windows 7 and Windows Server 2008 is no longer supported by Microsoft.

This means that from that date Microsoft will no longer provide security updates or bug fixes for those versions of Windows.

As such it is imperative that any customers on those versions move to new versions of Windows

Staying on an unsupported versions of Windows poses significant security vulnerabilities, risking data security and cyber attacks.

In line with our Support Policies we only support our software on versions of Windows that are supported by Microsoft.

As such we would urge any customers on unsupported versions of Windows to upgrade as a priority.

By Kevin Hicks, Technology Director"

It has been suggested to the Clerk directly by one Member that the Council computer should be replaced and hence this Report.

The Clerk has contacted a local supplier- they can supply the latest laptop with the following specification-

Lenovo V155

AMD dual core 3

2.6GHz

8GB RAM

256 GB Solid state drive (these apparently run faster than a normal drive)

15 inch display

Windows 10

1 year guarantee

£420.00

The Council would also require the Business (due to licensing restrictions the Council could not operate a Home version of the package) Microsoft package (to include

Outlook, Excel, PowerPoint and Outlook)-£250.00

Total-£670.00

Alternatively the Council has an account with Currys/PC World.

The Council currently operate a 17inch Samsung laptop; the cheapest equivalent in Currys/PC World would appear to be

ASUS TUF FX705 DY 17.3"

AMD 5 3550H Processor  
RAM 8GB  
Storage 1TB HDD & 128 GB SSD  
Price-£649.00  
Price for Microsoft Office package-£249.99

There are a number of 15.6" inch screen computers-a mid range one is  
HP Pavilion 15-cw1507sa

- Windows 10
- AMD Ryzen 5 3500U Processor
- RAM: 8 GB / Storage: 256 GB SSD

Price £449.00

Curry's PC World offer 1 year manufacturer's guarantee

Amazon offer deals-an issue might be limited stock

A standard 17" screen laptop would be

Lenovo Ideapad 320 17-Inch Laptop

Intel I7-8550U Processor

8 GB RAM,

1 TB HDD

Windows 10 Home

Price-£ £641.19

Would still Microsoft Office installed.

A standard 15"

Lenovo Quad Turbo 3.0\*GHz Laptop

8GB DDR4 Ram

AMD A6-9225

Win10

£478.88

The local supplier can transfer the existing data to another computer for £30.00

It may also be worth noting that if any issues arise then it will generally be easier to resolve them with a local supplier.

### 11-Appropriate Sum under Section 137 Local Government Act 1972

Members may wish to note the enclosed letter from the Welsh Government.

" This is to notify you that the appropriate sum for the purposes of section 137(4) (a) of the Local Government Act 1972 (the 1972 Act) for Community and Town Councils in Wales for 2020-21 is £8.32.

Section 137(1) of the 1972 Act permits each Community or Town Council to spend on activities for which it has no other specific powers if the Council considers that the expenditure is in the interests of, and will bring direct benefit to, the area or any part of it, or all or some of its inhabitants, providing that the benefit is commensurate with the

expenditure. Community and Town Councils are also permitted under section 137(3) to incur expenditure for certain charitable and other purposes. The maximum expenditure that can be incurred under both section 137(1) and (3) for the financial year 2020-21 will be £8.32 per elector.

For the financial year 2020-21, the appropriate sum for the purposes of section 137(4) is calculated by applying the formula set out in Schedule 12B to the 1972 Act.

The Retail Price Index increased by 2.4% between September 2018 and September 2019.

This means that, by application of the formula, the maximum sum for 2020-21 increases from £8.12 to £8.32 per elector.”

**Dated this 25<sup>th</sup> November,2019**

**Clerk to the Council**

**LLWCHWR TOWN COUNCIL  
FULL COUNCIL  
Date 2<sup>nd</sup> December, 2019  
Report of the Clerk-Addendum**

**1-Grants**

The Clerk has now received the financial information from Welsh Hearts and the same is enclosed.

**Dated the 27<sup>th</sup> November,2019**

**Clerk to the Council.**

**LLWCHWR TOWN COUNCIL  
Date 2<sup>nd</sup> December ,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) 2019/2492 Upper Loughor - Area 2

104 Borough Road, Loughor, Swansea, SA4 6RY

Mr & Mrs Steve and Nicola Owen- First floor rear extension, front porch and addition of railings/gate to existing front boundary wall

**LLWCHWR TOWN COUNCIL**  
**Date 2<sup>nd</sup> December,2019**  
**FURTHER REPORT OF THE CLERK**

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- 2-Receipts and Payments
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