

COUNCIL SUMMONS

You are hereby summoned to attend a meeting of the LLWCHWR TOWN COUNCIL to be held on Monday NEXT the 26th April,2021 commencing at 7.15pm.

The Meeting will be held on a remote basis in accordance with the provisions of the Local Authorities (Coronavirus) (Meetings)(Wales) Regulations 2020 and by means of Microsoft Teams.Press and Public are invited to attend online but should give prior notice to the Clerk at clerk@llwchwrTownCouncil.gov.uk and detail any question they wish to submit.The agenda will be as follows-

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 12th April,2021 (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 12th April,2021(copy enclosed)
7. To receive the Minutes of the Functions Sub-Committee held on the 12th April,2021 (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 Chair 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).

Dated this 21st April,2021

N.G.Havard
Clerk to the Council

CYNGOR TREF LLWCHWR

LLWCHWR TOWN COUNCIL

Minutes of the Meeting of
Llwchwr Town Council
held on a remote basis in accordance with the provisions of the Local
Authorities(Coronavirus)(Meetings)(Wales) Regulations 2020 and by means of Microsoft
Teams held on the 12th April,2021

PRESENT: Councillor Will Evans(Chair)

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

(Remote Access 7.13 p.m. -8.17 p.m.)

259. HRH THE PRINCE PHILIP,DUKE OF EDINBURGH

The Town Council wished to express its sincere condolences to Her Majesty The Queen on the death of His Royal Highness The Prince Philip,Duke of Edinburgh and all Members observed a minute's silence as a mark of respect.

260. MAYORS ANNOUNCEMENTS

The Mayor had no announcements at this time.

261. APOLOGIES

There were apologies for absence from Councillors A.Davis,R.Williams and P.Williams.

262. DECLARATIONS OF INTEREST

Councillor Will Evans declared an interest in Minute No. 271
All Councillors present declared an interest in Minute No.270(e).

263. MINUTES OF COUNCIL

It was **RESOLVED** that the minutes of the Meeting of Council held on the 1st March,2021 be confirmed as a correct record.

264. MATTERS ARISING

There were no matters arising.

265. WELFARE HALL MANAGEMENT COMMITTEE/TRUSTEES

The Minutes of the Meeting of the Welfare Hall Management Committee/ Trustees held on the 1st March,2021 were noted and agreed.

266. FUNCTIONS SUB COMMITTEE

The Minutes of the Meeting of the Functions Sub Committee held on the 1st March 2021 were noted and agreed.

267. POLICE REPORT

No Police Report had been received.

268. CORRESPONDENCE

The Clerk reported that an e mail had been received from a Billy Howes and a Natasha Small with regard to a bakery to be contained within a shipping container close to the foreshore car park. Members were agreed that it was not appropriate for the Town Council to support individual private businesses and in any event the correspondents needed to approach the relevant landowner as well as Swansea Council Planning Department.

269 . MEMBERS REPORTS

There were no Reports from Members.

270. REPORT OF THE CLERK

(a) Police Matters

No Police Report had been received.

(b) Accounts for Payment

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

Community Mag(Swansea Ltd)	£96.00
One Voice Wales Membership fee	£1,474.00
United-stationery	£304.56
Postage & Notebooks	£11.12

(c) Grants

(i) NSPCC

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

(d) SA4 Community Magazine

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

(i) the procedure for approval of articles for submission to the magazine was that each Councillor would forward his/her article to the Clerk who would assess same using the criteria of suitability and accuracy and who would consult on same before submission to the magazine with the Mayor, Deputy Mayor and the Chair of the Welfare Hall Management Committee/Trustees

(ii) the Council to enquire of the magazine if the Council's logo could be utilised in each article

(e) Independent Remuneration Panel for Wales

The Clerk's Report was **NOTED** and it was **RESOLVED** that each Member of the Council would be entitled to receive the sum of £150.00 (less tax) in accordance with Determination 42 unless they informed the Clerk in writing by the 30th May, 2021 that they did not want to receive this amount.

(f)Remembrance Sunday 2021

The Clerk's Report was **NOTED** and it was **RESOLVED** that a sum of up to £300.00 be approved to meet the Band's expenses as noted in the Report.

(g)Proposals for Mayor and Deputy Mayor for the Municipal Year 2021/2022

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

- i)the current eligibility criteria to be amended in paragraph 2 by the inclusion of "i.e. 5 years" between the words "term" and "prior"
- ii)Councillor J.Bowen be nominated to serve as Mayor
- iii)Councillor P.Parsons be nominated to serve as Deputy Mayor

(h)Council Newsletter 2021/2022

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

- i)the Council Newsletter for the period 2020/2021 be produced in the immediate future and
- ii)a further Newsletter be produced in or about April 2022 in respect of the period 2021/2022

It was **FURTHER NOTED** that Councillor J.Bowen would enquire of Centurion whether that organisation would be prepared to take on the responsibility of delivering the Newsletter to all of the Council's area.

(i)One Voice Wales

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

(j)Local Government and Elections(Wales) Act 2021

The Clerk's report and verbal update were **NOTED** and it was **FURTHER NOTED** that-

- i)the Clerk would be seeking further information and Guidance from both the Welsh Government and OVW and once these were to hand further Reports would be brought to Council and
- ii)the Clerk would bring a further Report specifically on public participation to the next Meeting of Council

(k)Defibrillators

The Clerk's report was **NOTED** and it was **FURTHER NOTED** that both Councillors J.Williams and R.Smith believed that further defibrillators might be advantageous at two particular sites within the

Council's area and undertook to make enquiries with the respective landowners as to whether permission to install defibrillators might be granted.

271. PLANNING REPORT

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

(i)-2021/0513 Kingsbridge - Area 2

8 Lon Brydwen, Gorseinon, Swansea, SA4 6RH

Miss Michelle Neale- Demolition of detached garage and construction of a single storey side garage extension

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

(ii)- 2021/0532 Kingsbridge - Area 2

8 Belgrave Close, Gorseinon, Swansea, SA4 4BQ

Mr Stuart Dunn-Single storey rear extension (application for a Certificate of Proposed Lawful Development)

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

(iii)- 2021/0550 Kingsbridge - Area 2

1 Glasfryn Terrace, Gorseinon, Swansea, SA4 4LF

Mr David Colfer- Two storey side and single storey rear extension with balcony above and associated fenestration alterations

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

(iv)- 2021/0692 Lower Loughor - Area 2

93 Culfor Road, Loughor, Swansea, SA4 6UA

Mr Dan Zindani- Single storey rear extension

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

(v)- 2021/0531 Kingsbridge - Area 2

111 Belgrave Road, Gorseinon, Swansea, SA4 6RE

Mr and Mrs Scott-Part single storey part two storey rear extension

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

(vi)-Further Planning Matter

Councillor C.Richards raised a further matter namely Application
2015/0453-Land off the Croft, Castle Street, Loughor

It was **NOTED** that-

- 1-a letter had been received from the Planning Department of Swansea Council inviting comments in respect of the above application; such comments were requested to be received by the 31st March and hence the reason the Application was not listed in the Agenda papers for the Town Council Meeting held on the 12th April.
- 2-The Clerk had received comments from Councillor C.Richards in respect of deliveries of coal, oil and gas to residents of Gwydr Place and also in respect of two rights of way (from The Croft to Gwydr Place and one from The Croft to Landor Drive). These comments had been forwarded by the Clerk to the Planning Department of Swansea Council on the 28th March.
- 3-Councillor C.Richards wished to emphasise further points in respect of the above two comments and it was agreed that the Clerk would forward such further points to the Planning Department.

272. URGENT ITEMS

There were no urgent items.

273. 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.

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

Chair

CYNGOR TREF LLWCHWR

LLWCHWR TOWN COUNCIL

**Minutes of the Welfare Hall Management Committee /Trustees
held on a remote basis in accordance with the provisions of the Local
Authorities(Coronavirus)(Meetings)(Wales) Regulations 2020 and by means of Microsoft
Teams held on the 12th April,2021.**

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

(Remote Access: 7.00 pm – 7.12 pm)

89. APOLOGIES

There were apologies for absence from Councillors A.Davis,R.Williams and P.Williams.

90. DECLARATIONS OF INTEREST

There were no declarations of interest.

91. MINUTES

It was **RESOLVED** that the minutes of the meeting held on the
1st March,2021 be confirmed as a correct record.

92. MATTERS ARISING

There were no matters arising.

93. REPORT OF THE CLERK

(a)Payments

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

Virgin Media	£75.60
E.On(Gas)	£596.20
E.On(Electricity)	£125.16

(b)Users of the Welfare Hall

The Clerk's Report and verbal update were **NOTED** and it was **FURTHER NOTED** that when the Welfare Hall was in a position to be re-opened it would be the intention of the Town Council to invite existing User Groups and potential User Groups to social events including coffee mornings with the general intent of encouraging more use of the Hall.

(c)Charitable Radio

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

- (i)the Clerk would approach the Company for practical details
- (ii)subject thereto Councillor C.Phillips was prepared to engage in a podcast and/or radio interview
- (iii)the wording of such podcast to be discussed between the Clerk and Councillor C.Phillips and
- (iv)further Report to be taken to Town Council Meeting

(d)Kitchen Boiler

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

(e)Environmental Issues in the Hall

The Clerk's Report was **NOTED** and it was **RESOLVED** that the Glasdon equipment as noted in the Report be purchased for the sum indicated.

(f)Receipts and Payments

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

94. URGENT ITEMS

There were no urgent items.

Chair

CYNGOR TREF LLWCHWR

LLWCHWR TOWN COUNCIL

Minutes of the Functions Sub Committee
held on a remote basis in accordance with the provisions of the Local
Authorities(Coronavirus)(Meetings)(Wales) Regulations 2020 and by means of Microsoft
Teams held on the 12th April,2021.

PRESENT: Councillor Will Evans(Chair)

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

Councillor K.Roberts was present for the Meeting from 8.34 pm.

(Remote Access: 8.18 pm – 8.35 pm)

17. APOLOGIES

There were apologies for absence from Councillors A.Davis,R.Williams and P.Williams.

18. DECLARATIONS OF INTEREST

Councillor Will Evans declared an interest in Minute No21 and withdrew from the Meeting while the matter was discussed

19. MINUTES

It was **RESOLVED** that the minutes of the meeting held on the 1st March,2021 be confirmed as a correct record.

20. MATTERS ARISING

There were no matters arising.

21. CLERK'S REPORT

Councillor J.Bowen Chair for this item.

(i)Annual Dinner & Awards Evening 2021

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

a)the Annual Dinner for 2021 be cancelled

b)the sums that would have been utilised to host the Annual Dinner be donated and paid into the Mayor's Account utilising the well being powers under S.1 LGA 2000 and

c)the sum to be so donated would be £1,152.00

22. OTHER COUNCIL FUNCTIONS

No other matters were discussed.

Chair

Agenda Item 11

LLWCHWR TOWN COUNCIL

Date 26th April,2021

REPORT OF THE CLERK

CONTENTS

1-Police Matters

2-Accounts for Payment

3-Grants

4- Remembrance Sunday 2021

5- Defibrillators

6-SA4 Community Magazine

7-Tempo Time Credits

8-Joint OVW/SLCC Event

9-Local Government and Elections (Wales) Act 2021

Dated this 21st April,2021

Agenda Item 11

LLWCHWR TOWN COUNCIL

FULL COUNCIL

Date 26th April,2021

Report of the Clerk

CONTENTS

1-Police Matters

No report has been received.

2-Accounts for Payment

The following payments need to be authorised-

Community Mag(Swansea) Ltd.(SA4 Magazine)(incl.VAT)	£96.00
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(Article on Stafford Common)

Postage	£66.00
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3-Grants-

a)Loughor Rugby Club-to be considered under S.19 Local Government(Miscellaneous Provisions)Act 1976

The Clerk has received the following e mail for consideration by Members.

The Club have previously received Grant assistance from the Town Council as follows-

July 2018 £300.00

August 2019 £300.00

The Clerk has received the Club's financial information which is also set out below.

"I am writing to you as the Chair of the Heart of the community charitable foundation based at Loughor rugby club. Our organisation is currently seeking local support to raise funds via the Spacehive scheme approved by Crowdfund Swansea. The link for our appeal is

www.spacehive.com/community-activity-facility-fund

We have received support from a wide range of the community through individual pledges, group collections, local business and 3 local councillors but need more support for us to achieve our goal.

The community based facilities that we are developing support groups within this local area and activity levels. The foundation has already started a number of new community groups as we continue to connect and support within the area.

We are appealing to explore the possibility that the town council could pledge some funds that would assist us in reaching our target within the designated time period. The pledge would appear under the Town council on the spacehive site and would be included in our social media during development of the facility.

If you have any questions about this project or may have any ideas on how the foundation could help other groups within the area, do not hesitate to get in touch.

Kind Regards

Marc O'Kelly

Chair - Heart of the Community@LRFC"

Heart of the Community @LRFC
33 HORIZON WAY
LOUGHOR
SWANSEA
WEST GLAMORGAN
SA4 6PF

Your Account

Sort Code 30-96-26
Account Number 70272268

TREASURERS ACCOUNT

01 April 2021 to 20 April 2021

Money In	£150.00	Balance on 01 April 2021	£336.30
Money Out	£0.00	Balance on 20 April 2021	£486.30

Your Transactions

Date	Description	Type	Money In (£)	Money Out (£)	Balance (£)
13 Apr 21	YO-CART LIMITED ED KURNO 00151096632BBNFJNG 090128	FPI	150.00		486.30

Transaction types

BGC Bank Giro Credit	BP Bill Payments	CHG Charge	CHQ Cheque
COR Correction	CPT Cashpoint	DD Direct Debit	DEB Debit Card
DEP Deposit	FEE Fixed Service	FPI Faster Payment In	FPO Faster Payment Out
MPI Mobile Payment In	MPO Mobile Payment Out	PAY Payment	SO Standing Order
TFR Transfer			

4-Remembrance Sunday 2021

The Clerk has received a further e mail from the Police Band and Members are requested to indicate whether they would want any particular music played at the Service or Procession.

“Dear Mr Havard,

Thank you so much for arranging this for us, it certainly helps with our funds, as for the refreshments that is fine, it was only if you had a Post Ceremony buffet that perhaps we might have been included but at least we can let the Band know.

On that particular point, at our recent AGM, after twenty years in post, I had decided to stand down as Secretary, as such I will leave you in the very capable hands of the new Secretary, John Morgan who will of course be available for any questions and will no doubt be in touch nearer the date to discuss arrangements.

We have a lot experience in these type of events and have a large library of appropriate music, however, if the Council do have any specific piece of music they would like to be played, whilst it cannot be guaranteed, it would certainly help if you could let John know within the next few weeks.

I am staying on as Drum Major so hopefully we will be able to meet in November.

Kind regards

Steve “

5-Defibrillators

The Clerk has received a further e mail from Heartbeat Trust which is set out below and indicates the cost to the Town Council of providing any further defibrillators.

The current position is that the Council is awaiting confirmation from the owners of the Reverend James Public House and Penuel Chapel as to whether they will permit the installation of the machines on their premises.

“There is a cost to providing the defibrillators and in other areas of Swansea this has been met through a mixture of local fundraising, County Councillor's discretionary allowances and/or Local Community and Town Councils' budgets.

Although not insignificant, the cost has been kept to the lowest possible which has been achieved partly through a grant from Swansea City & County Council, but mainly because we are a charity that is not-for-profit and VAT Exempt. We are also partners with the world's

leading supplier of defibrillators, Zoll, and have negotiated prices that are the lowest in the market.

Heartbeat Trust's objective is to make Swansea the first "defib-friendly" city in the UK. That is, no one is that far from a 24 hour publicly accessible defibrillator, people know where to access a defibrillator and, importantly, they have the confidence to use one if necessary.

The total cost of providing a defibrillator is **£1,250** and this includes the following.

- Zoll AED Plus Fully Automatic Defibrillator with CPR real time feed back (prompts that tell you whether you are carrying out CPR correctly)
- External weatherproof AED Cabinet (usually unheated, but with a locking facility)
- Installation of the above equipment
- Ready Access Kit (scissors, razor, face mask, etc.)
- Defibrillator carry bag
- Adult AED/CPR Pads

In addition, and included within the above price, is the Heartbeat Trust (HBT) "Care Package" that provides maintenance and insurance cover for a 7 year period.

- Replacement **batteries** at the normal service date (5 years) or whenever the defibrillator is used up to a maximum of four sets within the 7 years.
- Replacement **pads** at the normal service date (5 years) or whenever the defibrillator is used up to a maximum of four sets within the 7 years.
- **Insurance against vandalism or theft** of the defibrillator over a 7 year period, even where the cabinet is kept unlocked, as recommended.

The HBT Care Package is unique to the Charity and takes away any concerns that the 'Host' may have for future maintenance of the equipment.

To provide a perspective, the cost that we offer is nearly half the market retail price (with VAT included).

I hope this provides sufficient information, but please do revert to me if you require any further clarification."

6-SA4 Community Magazine

At the last Meeting of the Town Council Members enquired as to the amount of words required for an article;the Clerk sets out below an extract from his February Report-

“ a full page would be 750 words or a half would be 375 words a third of a page would be 250 words. As you are the town council for Loughor and it would be good to have you in the magazine on a monthly basis I would give you a discounted price of a 1/3rd of a page for £30

plus vat a 1/2 £50 plus vat a full £80 plus vat. The deadline for submission tends to be around the 17th each month.”

The next article to appear should be the one on Stafford Common and then the one on defibrillators.No further articles have been received by the Clerk and Members may wish to consider topics for the next set of articles.

7-Tempo Time Credits

The Clerk has received the following information from the above organisation which is a registered Charity-

“I would firstly like to introduce myself-my name is Morgan Slate and I am the Communities and Partnerships Manager for Tempo Time Credit Cymru covering Mid Wales.

I am emailing you to let you know that Tempo Time Credits have been funded by Welsh Government to roll out Tempo Time Credits Cymru across Wales over the next 3 years. We are reaching out to as many groups and community initiatives as possible to introduce ourselves and let you know what we do, and how you can become part of the Tempo Time Credit Cymru network. This Programme is fully funded by Welsh Government and is free for groups to join.

This exciting new programme was launched on Monday 23rd November 2020 and will use Tempo Time Credits to tackle the impacts of poverty on communities and mobilise local social action through volunteering across Wales.

I have attached some initial information for you as well as a link for your organisation to sign up to the project. [Tempo Time Credits Cymru-online group application \(office.com\)](#) If you need any further information or if you have any questions, I will be happy to arrange a Teams call with you to go over any concerns etc.

We're looking for Ambassadors!

We're offering volunteers the opportunity to achieve more through the Tempo Time Credits network. We're looking for Tempo Time Credit Ambassadors to help us spread the word and support other volunteers and as a thank you, they will receive Tempo Time Credits for their time as well as our full support

WHO WE ARE

We build local and national networks of organisations bringing people together in their local communities to carry out valued and important voluntary work.

Our communities do this through volunteering. Volunteers receive recognition through earning TempoTime Credits and use them with a range of local and national recognition partners.

We work with a range of organisations to facilitate our community groups and partners to grow and develop. We enable volunteers to find new opportunities and receive recognition for their valuable contribution.

Tempo Time Credits help grow our local communities by working with funding agencies and commissioning organisations, in a co-production model. Together we establish, develop and teach models of growth and sustainability.

We build communities, with communities and for communities. This is only possible with valued and committed volunteers.

We use Tempo Time Credits to recognise the valuable contribution of everyone in our communities. Tempo Time Credits are open to all those looking to make a difference and help their community.

OUR VISION

Tempo Time Credits works to develop a world in which communities build themselves through enabling more individuals and more diverse groups of people to volunteer and support their local communities. We seek to develop communities where paid and voluntary work are treated with equal respect.”

The Clerk did enquire of Tempo how precisely the Town Council could be involved and received the following reply-

“Thank you for getting back in touch with me. With regards to your query, I understand each Town Council works in slightly different ways but there are usually two different ways they can assist with this project.

- The Town Council has their own volunteers which would enable them to access the scheme to reward those volunteers and use it as a tool to help recruit more if needed.
- The Town Council, who are aware of the various community projects and groups that are in place can signpost them our way to see if this is something that could benefit them”

8-JOINT ONE VOICE WALES/SLCC EVENT – 13 MAY 2021

The Clerk has received the following information and would suggest that he attends.

The Event is open to all Councillors and perhaps members could indicate if they do so wish to attend.

Members are also asked to approve the fees for attendance.

“One Voice Wales and the Society of Local Council Clerks (SLCC) are arranging a remote joint event to be held on 13 May 2021.

This event, generously sponsored by Came and Company Local Council Insurance, is a very important one for councils given that it focuses on key topic areas such as the new Local Government and Elections (Wales) Act 2021; the opportunities presented by the new General Power of Competence (GPC); financial governance and accountability; and hearing about forward training plans of One Voice Wales and the SLCC. The importance of these matters cannot be over-stated and the event presents a highly important opportunity for councils to be at the forefront of current issues and opportunities now available to our sector.

Along with myself and the Chair of One Voice Wales as well as our counterparts from the SLCC, we have some excellent speakers lined up including Kevin Griffiths from the Welsh Government, Kyle Robinson from the HM Land Registry, Deryck Evans from Audit Wales and Elisabeth Skinner MBE FSLCC.

The cost of the event is only £45 plus VAT which should enable all councils to consider booking a place and I am really hopeful that the event is fully supported by councils in all parts of Wales. It is open to councillors as well as clerks.

In conclusion, I would strongly encourage your council to take up this opportunity and subscribe to the event which I feel certain will enlighten us all on the latest developments affecting the sector.

Yours faithfully,

A handwritten signature in black ink, appearing to read 'Lyn Cadwallader', enclosed in a thin black rectangular border.

Lyn Cadwallader

Chief Executive”

9- Local Government and Elections (Wales) Act 2021

As reported in the last Town Council Meeting it is likely that the Clerk will need to report regularly on issues arising out of this Act.

The following issues have arisen since the last Meeting-

a)-Public Participation

The Clerk sets out the report from last month's Meeting in respect of this issue-

"Public participation

The intention is to encourage a more diverse range of members of the public to engage with local democracy. Principal councils are required to prepare, consult on, publish and review a 'public participation strategy', with the aim of making it easier for members of the public to understand how local government functions; how it makes decisions; and how local people can follow proceedings, input their views, and have them taken into account. These provisions will come into force in May 2022. There is no requirement for a community council to make a public participation strategy; though they should consider how they enable public participation to take place.

Participation

From 5 May 2022 people presiding over community and town council meetings that are open to the public must give members of the public in attendance reasonable opportunity to make representation about any business being discussed at the meeting, unless this is likely to prejudice the effective conduct of the meeting.

OVW advice -

What this means is that members of the public who wish to make any representations about the business to be transacted at the meeting should be enabled to do so unless the Chair considers that their engagement is likely to prejudice the effective conduct of the meeting. I would agree that this requires more guidance as to how it will operate and we will be seeking the view of the Welsh Government in this regard which upon receipt we will share with member councils.

The Clerk has now received further advice from OVW as follows-

“Yes, the person presiding over the meeting, the chair, vice-chair, or if they are not available, a councillor chosen by the members present, would have the ability to curtail a “reasonable opportunity” to make representation about any item of business due to be discussed if they consider someone’s use of it is likely to prejudice the effective conduct of the meeting.

The Welsh Government will be consulting on statutory guidance on participation at meetings of community councils later this year, with a view to publishing ahead of May 2022, and we would wish to engage both OVW and SLCC in the preparation stages.

The guidance will need to elaborate on examples covering both preparation ahead of meetings to ensure public participation runs as smoothly as possible to avoid situations arising likely to prejudice the conduct of the meeting; and also to assist in determining what engagement might constitute prejudicing conduct of the meeting.’

The relevant wording contained in the Council’s Procedural Standing Orders is as follows-

“37. Admission of The Public and Press to Meetings

a)The public and press shall be admitted to all meetings of the Council and its committees and subcommittees, which may, however, temporarily exclude the public and press by means of the following resolutions:-

"That in view of the [special] [confidential] nature of the business about to be transacted, it is advisable in the public interest that the press and public be temporarily excluded and they are instructed to withdraw"

b) The Council committee or sub-committee shall state the reason for exclusion.

c) At all meetings of the Council, the Chair may at his/her discretion and at a convenient time in the transaction of business, permit members of the public to make representations, answer questions and give evidence at a meeting which they are entitled to attend in respect of the business on the agenda. A question shall not require a response at the meeting nor start a debate on the question. The Chair may direct that a written or oral response be given. Only one person is permitted to speak at a time. If more than one person wants to speak the Chair shall direct the order of speaking.

d) The Clerk shall afford to the press reasonable facilities for the taking of their report of any proceedings at which they are entitled to be present. There shall be no audio or video recording or photographs of the meeting without the express approval of the Council.

- e) If a member of the public interrupts the proceedings at any meeting, the Chair may, after warning, order that he/she be removed from the meeting and may adjourn the meeting for such period as is necessary to restore order.

Members may wish to consider amending the Town Council's Constitution at this time to permit increased public participation; alternatively they may wish to defer such discussions until such time as Welsh Government Guidance is received.

b)-Member's area of OVW website

The Clerk has now forwarded to all Members the access details.

Dated this 21st April,2021.

Clerk to the Council

Agenda Item 12

LLWCHWR TOWN COUNCIL

Date 26th April,2021

PLANNING REPORT

1-Planning Applications

No Planning Applications have been received.

Agenda Item 15

LLWCHWR TOWN COUNCIL

Date 26th April,2021.

FURTHER REPORT OF THE CLERK

CONTENTS

1-Payments

2-Receipts and Payments