



# LLWCHWR Town Council

## Full Council Meeting 4<sup>th</sup> March 2024

### Decision List



**Councillors Present**

S. Beynon, J. Bowen, A. Davis, M. Davis, I. James, A. Phillips, C. Phillips, K.Roberts (remote attendance), R. Smith, W. Smith, D. Walters, N. Walters, M. Williams, and J. Williams.

**Apologies**

P. Parsons, C. Richards and R. Williams.

**Declarations of Interest**

Councillor J. Bowen-main Town Council Meeting-Grant Application by Casllwchwr Food Bank-withdrew from Meeting when item was discussed.

**Welfare Hall Management Committee**

	<b>DECISION</b>	<b>ACTION</b>	<b>By When</b>	<b>Date ACHIEVED</b>
1.	Swansea City Council asbestos report payment £761	<b>Clerk</b> make payment	ASAP	
2.	Blinds to be installed before deep clean then windows cleaned	<b>Clerk</b>	ASAP	
3.	Items listed as urgent on List to be given priority			
4.	Authorised payment of floor brackets to secure screen in balcony area			
5.	Asbestos book is located and given to caretaker. Caretaker asks relevant contractors to sign a document confirming sight of asbestos book	<b>Clerk</b> provide asbestos book to caretaker <b>Clerk</b> provide a record sheet for contractors signatures <b>Caretaker</b> – collets signatures of contractors	ASAP	
6.	Initial a method to ensure fire alarms and lighting are tested monthly and that a record of testing is kept	<b>Clerk/Caretaker</b> – organise regular testing Clerk -provide document to record dates of testing	ASAP	
7.	Contact Contractor in respect of malfunctioning radiator Payment of Contractor's Invoice not authorised at this time	<b>Clerk</b>	ASAP	
8.	Rural Anchor Grant - Council wish to apply for 30% Grant funding up front and to use monies for IT equipment	<b>Clerk</b>	ASAP	

	<b>DECISION</b>	<b>ACTION</b>	<b>BY WHEN</b>	<b>ACHIEVED</b>
9.	Council will consider an application by Swansea Council for hire of the Hall on Fridays at a reduced fee of £50.00			
10.	Old wheelchair to be donated to St John Ambulance			
<b>Town Council Meeting</b>				
11.	Payment of flowers in respect of bereavement authorised	<b>Clerk</b>	ASAP	
12.	Decisions of meetings to be placed on website within 7 days Instead of draft minutes.	<b>Clerk</b>	7 days After meeting	
13.	City Councillors will use .swansea.gov email addresses and Town Councillors will communicate via the clerks email	<b>JW</b> where necessary to alter email addresses on website <b>Clerk</b> to record where necessary	ASAP	07/03/1013
14.	Clerk to attend 2 hour government DP course. Fee of £10 aprove	<b>Clerk</b>	ASAP	
15.	Meeting of Newsletter/IT Sub-Committee to be organised Agenda to include – Whats App Council Group, Council Social Media Accounts, Social Media Protocol, Council Systems including backup procedures, Online calendar	<b>Clerk</b>	ASAP Before next council meeting	
16.	Payments Authorised: Flowers £35.00 Dorian Heel Bar-Awards £380.00 Cawl a Chan Float £300.00 Postage £100.00 Clarity Copiers £45.30 Cable £7.00	<b>Clerk</b>	ASAP	
17.	Grants awarded: Casllwchwr Food Bank £500. Receipts required Swansea Falcons Cheerleaders £200.	<b>Clerk</b> <b>Mayor to present Cheques if possible</b>	ASAP	
18.	Receptacle for food donations to be purchased/acquired and placed in Welfare Hall	<b>Clerk</b>	ASAP	
19.	One list of <b>all council</b> defibrillators, and dates when they are serviced, to be presented to council every 6 months. The list to be kept updated and checked to ensure regular services are taking place.	<b>Clerk</b>	1 <sup>st</sup> list Next month	

	<b>DECISION</b>	<b>ACTION</b>	<b>By When</b>	<b>Achieved</b>
20.	Email Swansea City Council and enquire what measures are being taken in respect of drainage	<b>Clerk</b>	Before next meeting	
21.	Representative of Active Travel be invited to attend Town Council meeting – ref cycle path		ASAP	
22.	Swansea Council's Rights Of Way Officer to be asked to reconsider attending a site visit	<b>Clerk</b>	ASAP	
23.	No Objection to Planning Application No 2024/0277	<b>N A R</b>		
24.	2B Swansea Road-objection at this stage on highways grounds			
25.	Payment of salaries, expenses and tax as listed in the Further Report of the Clerk authorised	<b>Clerk</b>	NAR	
26.	Dispensation in respect of attending Council Meetings granted to Councillor R. Williams	<b>Clerk</b>		
<b>Meeting of Functions Sub-Committee</b>				
27.	<b>Cawl a Chan March 15<sup>th</sup> 2024</b> 6pm start, members asked to donate raffle prizes, authorisation given in respect of expenditure	<b>All Members</b> <b>Clerk</b> <b>Councillor I James</b>	Before event	
28.	<b>Annual Dinner 12<sup>th</sup> April 2024</b> Globe to be asked to cater, bouquets for presentation authorised, Clerk and Caretaker to cover bar, Raffle proceeds to Mayor's account, bar takings to main Council account. Invites to be sent out by 14 <sup>th</sup> March. Replies by 4 <sup>th</sup> April Councillor J Bowen Master Of Ceremonies	<b>Clerk</b> <b>Councillor I James</b> <b>Caretaker</b> <b>Councillor J Bowen</b>		
29.	<b>Awards Evening</b> Clerk to send Councillors list of current nominees	<b>Clerk</b>	ASAP	