



Clydach Community Council

Minutes of the Monthly Meeting

Held on Tuesday, 18 November 2025 at 6:00 PM

Venue: Waterfall Suite, Forge Fach Resource Centre

Present: Cllrs. Julian Nicholds, John Hill, Steve Weller, Eve Jackson, Dylan Williams, Siubhan Evans-Jones, Caiden Thomas, Susan Powell and Michaela Chaplin (Locum Clerk)

1. Apologies for Absence

Apologies were approved for Cllr. Melissa Farr.

2. Declarations of Interest

No Declarations received.

3. Public Questions (Limited to 10 Minutes)

No members of the public in attendance.

4. Minutes

RESOLVED that the Minutes of the Monthly Meeting of Council held on 21 October 2025 be confirmed as a correct record.

5. Matters arising from the minutes

Clerk updated members on the following points -

8.3 There is a sign in book in the office for contractors. Clerk will inform tenants that they must inform us when contractors are onsite out of hours. Clerk is working on the approved list of contractors.

8.6 Drain cover sinking has been reported.

8.7 The Clerk will chase progress on fallen tree.

6. County Councillor Report

No report received. Clerk to reinvite County Councillors.

7. Councillor Vacancies

There are currently vacancies in the following ward -

Glais

Vardre

Clydach x2

An update on the Clydach Ward vacancy will be received from the election office on the 19 November with regards to being able to co-opt.

Discussion was had regarding advertising the positions.

RESOLVED that a poster will be created by Cllr. Siubhen Evans-Jones and the Clerk and an event will be arranged for January 2026 for interested members of the public to attend to find out about becoming a Councillor.

8. Financial Report

The Clerk presented Payment and Receipt lists and Bank reconciliation for the following months –
July 2025
August 2025
September 2025
October 2025

RESOLVED Cllrs. S Powell and S Weller to sign all documents once they have been through the documents. A Time to be arranged with the Clerk.

The Clerk advised members that they can have Read only access to Scribe enabling them to see accounts. RESOLVED all members of the Finance and Audit Committee to be given this access.

9. To discuss Christmas opening hours

The office would close at 2pm on the 24 December 2025 and reopen on 9am on the 2 January 2026.

10. To receive an update from the Events Committee

RESOLVED that the Minutes of the Events Committee meeting held on 11 November 2025 be confirmed as a correct record.

The Clerk updated Members on the following –
Christmas lights are due to go up 1st week of December.

RESOLVED qualified Councillors and Staff will provide First Aid cover for the parade.

RESOLVED that all councillors and volunteers at the event will wear Hi Vis jackets at events with appointed First Aiders being clearly recognisable. Lanyards were discussed for Councillors and Staff the Clerk is to investigate cost.

First aid training was discussed for staff; it was RESOLVED that staff would receive First Aid training as soon as practical.

11. To receive an update from the Open Spaces & Buildings Management Committee

RESOLVED that the Minutes of the Open Spaces & Buildings Management Committee meeting held on 11 November 2025 be confirmed as a correct record.

The Clerk updated Members on the following –

The proposal received by Copr Bay Consulting for Maintenance and Compliance. The Clerk is to find out how long service will be required and it will be discussed at the next committee meeting when budgets are discussed.

The Clerk is awaiting quotes had been requested for the keypad entrance and to fix the lighting in the carpark and on the building.

All three caretakers have been booked onto the Playpark inspection course on the 27 January.

RESOLVED The emergency contact list distributed by the Clerk is correct.

12. To receive an update from the Finance and Audit Committee

RESOLVED that the Minutes of the Finance and Audit Committee meeting held on 11 November 2025 be confirmed as a correct record.

RESOLVED New phones can be purchased for the office.

13. To receive an update from the HR Committee

The advert for the Clerk and Responsible Finance Office vacancy will be advertised with the deadline of 28 November 2025 on the following –

- One Voice Wales
- Swansea Council
- CCC Website
- CCC Facebook page
- SLCC
- Indeed

The process being followed is being led by the Councils HR specialist. A panel of Councillors will be selected; they will need to attend training with the HR specialist and then will be involved with the short listing and interviewing of perspective candidates.

14. Members reports

None received

15. Planning

RESOLVED no objection to the following applications –

2025/2155/FUL	Single storey extension to the rear	4 Heol Eithrim, Clydach
2025/2206/FUL	Two storey extension to the rear	69 Hebron Road, Clydach

16. Other Matters

The Care home on St Johns Road ahs asked to use Vardre Community Hall as an emergency location. RESOLVED that the manager be asked to attend a meeting to explain the request further.

One Voice Wales through Welsh Government Funding is offering 2 free spaces per a council on 10 modules. RESOLVED the Clerk will email out details.

16. Date of Next Meeting

RESOLVED the next meeting of the Council will be held on Tuesday, 16 December 2025 at 6:00 PM.

Meeting closed at 7.20PM

Signed:

Chair:

Date: