



Clydach Community Council

Minutes of the Monthly Meeting of Council

Held on Tuesday, 20 October 2026 at 6.00 PM

Held in the Waterfall Suite, Forge Fach Resource Centre

Presiding:	Councillor Julian Nicholds
Present:	Councillors Sue Powell, Eve Jackson, Dylan Williams, John Hill, Siubhan Evan-Jones, Maria Farr, Rowena Bent and Rosemarie Chadwick
In Attendance:	Michaela Chaplin – Clerk and RFO

At the opening of the meeting, the Chair formally addressed the Community Council to present the core elements and strategic objectives of the Community Council Three-Year Plan (2025–2028). During this address, the Chair reminded members of the key elements underpinning the three-year plan. Following this overview, council members were invited to consider specific areas within the plan's objectives where they would like to focus their efforts, such as initiatives for working with young people and broader efforts to engage all parts of the local demographic. The Chair advised the Council that these initial proposals should be submitted to the Clerk of the Council as soon as possible. This prompt collaboration will enable all councillors to work constructively with the Clerk to ensure the plan's milestones are achieved, while guaranteeing that the wider aims of the Community Council effectively serve and reflect the needs of a diverse population.

1. Apologies for Absence

None received

2. Declarations of Interest

No declarations were received

3. To consider matters raised by members of the public and to be reported upon by the Clerk at the next meeting, where appropriate limited to 10 mins

There were no members of the public present.

4. To receive any reports from the County Councillors

Every month the Clerk invites the County Councillors to either attend the meeting or provide a report to be read out at the meeting. No report was received and no County Councillors in attendance.

5. To confirm the Minutes of the Monthly Meeting of Council held on 15 September 2026

RESOLVED that the Minutes of the Monthly Meeting of Council held on 15 September 2026 be confirmed as a correct record.

**6. Matters arising from the Minutes
Item 16 – Flags**

Cllr. Eve Jackson and Cllr. Julian Nicholds reported that they had visited businesses in Clydach that currently have flagpole holders installed on their buildings. Three businesses confirmed that they did not wish to display the Pride flag.

Cllr. J. Nicholds proposed, seconded by Cllr. J. Hill, that businesses unwilling to display all flags provided by the Council would not receive a new flagpole or any flags. A vote was taken, and the proposal was carried by a majority. **RESOLVED** that the Clerk purchase additional flagpoles for businesses that have agreed to display all flags, together with any Remembrance flags required.

Cllr. S. Evans-Jones advised that Medusas Tattoo Shop would like a flagpole holder installed, as one is not currently in place. **RESOLVED** that the Clerk investigate the cost of supplying and installing a suitable flagpole holder.

It was noted that the Remembrance flags would be installed early on Sunday 1 November. Cllrs. E. Jackson, M. Farr, S. Evans-Jones, R. Chadwick and S. Powell volunteered to assist. The Clerk will confirm the time with the volunteers as soon as possible. **NOTED.**

Christmas Flags

RESOLVED that the Clerk purchase the Christmas flags, it was agreed that three different designs would be purchased, rather than flags representing different languages discussed at the September meeting.

Cllr. J. Nicholds advised that he was awaiting confirmation from the County Councillors regarding their contribution towards the costs of installing and removing the Christmas flags.

7. To consider the minutes of the Staffing Committee held on 28 September 2026 and, if appropriate, to adopt them or agree any necessary actions

RESOLVED to accept all the recommendations and that the minutes of the Staffing Committee meeting held on 28 September 2026 be confirmed as a correct record.

- 8. To consider the minutes of the Environment Committee held on the 12 October 2026 and, if appropriate, to adopt them or agree any necessary actions**

RESOLVED to accept all the recommendations and that the minutes of the Environment Committee meeting held on 12 October 2026 be confirmed as a correct record.

- 9. To consider the minutes of the Events and Projects Committee held on 13 October 2026 and, if appropriate, to adopt them or agree any necessary actions**

RESOLVED to accept all the recommendations and that the minutes of the Events and Projects Committee meeting held on 13 October 2026 be confirmed as a correct record.

- 10. To consider the minutes of the Open Spaces and Building Committee held on 13 October 2026 and, if appropriate, to adopt them or agree any necessary actions**

Point 10.2 – PLOL Flooring

The Clerk confirmed that the PLOL lease had been reviewed and that Clause 3.1.6 requires the tenant to “keep the premises in good and substantial repair and condition”. The Clerk also clarified that the original floor tiles had been provided by the Council.

Following discussion, it was RESOLVED that responsibility for replacing the flooring would rest with PLOL, as the issue was considered cosmetic rather than a health and safety concern and was therefore not a priority for the Council at this time. The Clerk is to communicate the decision to PLOL and discuss the available options, if required.

It was further requested that the Clerk review all existing leases and engage the services of a solicitor to ensure that each lease clearly defines the respective responsibilities of the Council and the tenant and contains provisions specific to the area being leased. RESOLVED.

RESOLVED to accept all recommendations and confirm the minutes of the Open Spaces and Building Management Committee meeting held on 13 October 2026 as a correct record.

- 11. To consider the minutes of the Finance and Audit Committee held on 13 October 2026 and, if appropriate, to adopt them or agree any necessary actions**

RESOLVED to accept all the recommendations and that the minutes of the Finance and Audit Committee meeting held on 13 October 2026 be confirmed as a correct record.

- 12. To receive the Clerks report on financial transactions**

RESOLVED that the September/October 2026 payment list be approved. The bank reconciliation for month ending 30 September 2026 had been checked and signed at the Finance and Audit Committee meeting on the 13 October. NOTED

13. To note receipt of the Auditor General's opinion on the 2025/26 accounts which is unqualified and consider their recommendation

RESOLVED that The Completion of Audit of Annual Return 2025/26 – Audit Wales be noted and the recommendation actioned by the Clerk during this year's budgeting setting process.

The placing the Certified Audit Opinion and Notice of Completion of Audit on the Councils website and on the noticeboards be noted.

That the Clerk is authorised to pay the Audit Wales invoice when it arrives.

14. To discuss The County of Swansea (Communities) Order 2026 – Craig Cefn Parc

The Clerk stated that the County of Swansea (Communities) Order 2026 makes several changes to Community / Town Councils within Swansea. This Order dissolves Mawr Community Council and places the Craig Cefn Parc Community within the area of Clydach Community Council. This takes effect at the Local Government Elections scheduled for 6 May 2027.

Although the changes will happen there is still a lot of work involved with implementing the changes. There is land, buildings run by trustees with the trustees being the current community council, staff and other assets to be considered. The Clerk has sourced advice from OVW and been meeting with the Clerks from the other councils involved, Felindre and Garnswllt wards of Mawr Community Council. The Clerk is awaiting further information from Mawr Community Council.

RESOLVED that the Clerk arrange a meeting with Mawr Community Council, to be attended by the Clerk and representatives of Clydach Community Council.

It was further RESOLVED that Cllrs. J. Nicholds, J. Hill, S. Powell and S. Evans-Jones form a working party to support the Clerk with the boundary changes.

15. To discuss the Council's Training Plan

The Clerk informed members that the Council's Training Plan was adopted on 16 June. The plan outlines the training requirements for both Councillors and staff and highlights the importance of regularly reviewing individual training needs.

The Clerk confirmed that each Councillor had been provided with their individual training plan and asked members to notify the Clerk of any additional training undertaken so that records could be updated accordingly. Members were reminded that training opportunities are available through One Voice Wales (OVW). Councillors wishing to attend training should contact the Clerk to arrange bookings. Members were also encouraged to inform the Clerk of any alternative training opportunities they identify.

16. To receive the Clerks report on planning applications

RESOLVED no comment to the following application

2026/1551/TPO	4 Waverley Park Clydach Swansea SA6 5JZ To fell 1 Oak tree and crown thin 1 Oak tree covered by TPO 422
-------------------------------	--

17. To receive any reports from members representing outside bodies

The Clerk and Cllr. S Powell attended the OVW Innovative Conference in September. Cllr. S Powell gave a verbal report with a full report being distributed to all councillors.

The Clerk has attended the OVW Swansea Area Meeting on the 12 October with discussions taking place around the boundary changes.

18. To provide any information which the Chair considers should be relayed to Council as a matter of urgency, or to suggest items to the Clerk for inclusion on the agenda for the next meeting

No matters raised.

19. To confirm the date of the next meeting

RESOLVED that the next meeting will be held on 17 November 2026.

20. Public and Press

RESOLVED that further to Subsection (1) of Section 2 of the Public Bodies (Admission to Meetings) Act 1960, the public and press be excluded from the meeting during the following two items, by virtue of the nature of the business to be transacted.

21. To discuss Matters arising from the minutes of a confidential nature

There were no matters for submission to Council.

22. Staff Contracts of Employment

A new model contract of employment based on green book conditions has been issued by OVW. The only changes relate to probationary periods and references to statutory sick pay which are necessitated as a result of the Employment Rights Act 2025. **RESOLVED** that the Clerk is to issue all employees with the updated Model Contract.

23. To receive the Clerk's Report on a Staffing Matter

The new caretaker has now started.

24. To receive the Clerks' report on correspondence

All correspondence is emailed when received.

Email from Swansea Council regarding Swansea Local Access Forum – if any Councillors are interested in joining the Forum they are to contact the Clerk.

NOTED

Meeting closed at 7.25pm

Signed:

Date: