

City & County of Swansea - Councillor's Annual Report 2017-2018

This Councillor's Annual Report outlines activities over the year ending **23 May 2018**. It is provided for the information of all constituents and for no other purpose. The views expressed in this report are those of the Councillor and do not necessarily reflect the views of the City and County of Swansea.

Councillor:	Penny Matthews	Electoral Ward:	Llansamlet
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Senior Salary Position:	Committee Chair – General Licensing Committee / Statutory Licensing Committee
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Section 1: Constituency activities

Surgeries are undertaken weekly on a rota basis with Ward Colleagues.

I have set up and organised in conjunction with Ward Colleagues events in the local Parks - Primrose Park and Heol Las Park. I support and visit the OAP ladies Group in Birchgrove, I keep a Facebook page that updates on events and activities in the Ward.

I'm a Governor at Trallwn Primary and Birchgrove Comp Schools. I work closely with Trallwn School and am well known to the children which is apparent when they see me outside in the Ward.

I have worked on a number of personal cases from rehousing asylum seekers, to helping find accommodation for elderly people evicted from a private rented property. I've supported the Friends of Primrose Park, and the Friends of Heol Las Park.

I lobbied First Bus to get the no33 back up onto Rhydyfelin which has made a huge difference to the elderly and young families by making the bus more accessible they don't have to walk down to the main road to access the service bus.

I have worked with the Parks Team to get a play area established at Rhydyfelin its a long walk down to the nearest Park, The equipment used at Rhydyfelin is the refurbished equipment taken out of Primrose Park when the major alterations took place.

I arranged the hanging baskets throughout the Ward and with my colleagues - we covered the cost.

I have worked on a number of children's fun days and in the Summer holiday together with Ward Colleagues over the summer holidays arranged entertainment in the local Parks. The local MP worked with us by arranging packed lunches for all the children that attended.

We also worked on distributing Xmas Hampers provided by the MP for people in the Ward we made the hamper boxes and delivered them with help from 3 loyal Ward Members.

Section 2: Councillor attendance at selected Council body meetings

Attendance at Council body meetings is only one of the important elements of a Councillor's duties. Councillors are also active by holding surgeries, attending meetings and dealing with general electoral division enquiries.

Councillors attendance can be [viewed here](#).

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Section 3: Councillors role and responsibilities

Councillor responsibilities can be [viewed here](#).

Councillor appointments to outside bodies can be [viewed here](#).

I set up Neighbourhood Watch (NW) within the various Districts of the Ward, working in conjunction with the local Police. Through the meeting co-ordinators in Glais and Trallwn are set up and running a very successful campaign of awareness, they've also linked to other neighbouring NW groups.

My Facebook page Llansamlet Labour News is updated regularly – I keep it updated with street works that could affect any travel plans. I am in constant contact with the Community regarding a variety of problems and concerns.

This year I organised for hanging baskets for the main roads and fresh planting in the tubs throughout the Ward.

Section 4: Initiatives and Special activities

I am privileged to be Chair of Licensing for the City and County of Swansea and Chaired the Licensing Sub Committee.

I organised a meeting to set up a Friends of Primrose Park and continue to support them and Heol Las Park.

I attend and support the Glais Community Trust when invited.

I sit as a Representative of the Council on Trallwn Community Centre.

I also sit as a Representative of the Council on the newly formed Glais Community Centre.

Section 5: Learning and Development

Councillors training can be [viewed here](#).

My role as Chair is varied taking in all aspects of licensing. This included premises and Taxi licensing, Houses of Multiple Occupation (HMO's) and Street Trading. At the time of writing this report, I have attended events on Improving Public Transport, Chaired meetings introducing the new Framework regarding School Transport, and held meetings with the Taxi/Hackney Drivers.

Section 6: Other activities and issues

I also supported the fun days and events in Trallwn and Birchgrove. These events are wonderful community events which bring in all sections of the community. I've attended consultative meetings with First Cymru on a regular basis. I also have meetings with the Police Licensing Officer which keeps me updated on events throughout the Authority.

City & County of Swansea - Councillor's Annual Report 2017-2018

Section 7: Councillors Remuneration

Senior Salary (Committee Chair): £22,100

Councillors travel and subsistence claim forms can be [viewed here.](#)

Councillors annual expenses and allowances can be [viewed here.](#)

Date:	10/03/2019
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