



KILLAY COMMUNITY COUNCIL

(CYNGOR CYMUNED CILÂ)

MONTHLY MINUTES
Wednesday 24th October 2018
7.15 pm

Councillor Nigel Fletcher (Chair)	Councillor Sue John	Councillor Edmund Sides
Councillor Jim Robinson (Vice Chair)	Councillor Dudley Vyse	Councillor Mary Idris
Councillor Jeff Jones	Councillor Peta Walsh	Councillor Jan Evans
Councillor Joanne Fitton	Councillor Tyrone Lewis	Councillor B John
Clerk to the Council Sue Bagley	Councillor Stuart Hemsley-Rice	

1. Apologies for absence:

Cllr Rupa Dave

Prior to commencement of the meeting the Clerk read out a letter of resignation from Cllr Jacqueline Rose. The Clerk advised that Electoral Services will be advised and the vacancy will be advertised for 14 days. Following the 14 days Electoral Services will give approval that the position can be filled by co-option.

2. Declaration of Interests

In accordance with the provision of the Code of Conduct, Council members must declare an interest at the commencement of such matter being discussed, or when the interest becomes apparent. Members disclosing an interest must enter the Agenda number of the item, together with their interest, onto the relevant form supplied by the Clerk during each meeting.

3. Acceptance of Minutes

Cllr Fletcher thanked Cllr Fitton for completing last month's minutes. Minutes from the previous monthly Council meeting held on 26th September 2018 (circulated previously) were agreed with no amendments and signed as a true record.

4. Matters arising from previous meeting – 26th September 2018

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- Pettifor Trust enquiries to hold Easter event in precinct have been directed to Livingston's;
- (b) Cllr Robinson confirmed that the Register of Interests have been updated on the website (still waiting for one more to be added);
- Cllr Fitton reported that Facebook has been updated with Welsh Blood Donor session and the Halloween event.

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- (e) Cllr J Evans reported that the spring bulbs have been received and planted.
- CC J Jones provided an update concerning the footpath on Hendrefoilan Woods estate having spoken to the CCS Rights of Way Officer (ROW). Council members were informed that training might be necessary prior to undertaking any remedial works..
Cllr Jones suggested that Cllr Vyse meet with CC Mary Jones to clarify what footpaths are involved.

Cllr D Vyse/
CC M Jones

<p>Page 4</p> <ul style="list-style-type: none"> ▪ Posters, Food and Handouts for the Halloween event have all been completed. <p>Page 5</p> <ul style="list-style-type: none"> ▪ Replacement of Library Notice Board - Steve Jeacock has agreed that if there is space available KCC can use the Library Notice Board for statutory notices. <p>All other Action points from the September meeting are included on the October agenda.</p>	
<p>5. Correspondence</p>	
<ul style="list-style-type: none"> ➤ Christmas lights and Railing quotations will be discussed under the appropriate Agenda item. ➤ Wales Planning Inspectorate notification (11th October) of inquiry to take place on 3rd April 2019 regarding appeal against adoption of footpaths between Hendrefoilan Road and Waunarlywydd Road. Cllr Fletcher to read and pass information to City Cllr M. Jones. 	<p>Cllr Fletcher</p>
<p>6. Reports</p>	
<p>(a) <u>Cllr Nigel Fletcher (Chair)</u></p> <ul style="list-style-type: none"> ➤ Nothing specific to report – attended PACT meeting 4th October and notes have been circulated previously. <p>(b) <u>City Councillor - Jeff Jones</u></p> <ul style="list-style-type: none"> ➤ The Gas Board have completed their work on Gower Road; Resurfacing of Gower Road will commence on 27th October for 5 days between Wimmerfield Drive and Siloam chapel. Road from Siloam Chapel to the Railway Inn is provisionally scheduled for February/March 2019 pending completion of the gas works. The PATCH team will 'patch' parts of Broadmead; ➤ Cllr Jones reported that Killay is to have 10 large Poppies (funded by CC J & M Jones) displayed on lampposts to commemorate Remembrance Day on the 11th November; ➤ A request has been received by CCs Jeff & Mary Jones to fund a defibrillator at Ty Cila. They have agreed to fund this from their environmental fund; ➤ Cllr Jones previously notified Council that the 'On Board' Surf shop have applied for an alcohol and recorded music licence; Cllr N Fletcher has spoken to two residents concerned about this matter and advised them that KCC had agreed at the September meeting not to make any comment on the alcohol licence. <p>(c) <u>Clerk to the Council – Mrs Sue Bagley</u></p> <ul style="list-style-type: none"> ➤ Nothing specific to report - all items are on the agenda. <p>(d) <u>Social Media & Marketing - Cllr B John/J Fitton/J Robinson</u></p> <ul style="list-style-type: none"> ➤ Cllr Robinson previewed the website showing the Register of Interests (ROI) this has now been completed with only one to be added; ➤ Facebook 'hits' have increased; ➤ Cllr Jones stated that Police/PCSOs have confirmed that residents need to report any incidents directly on Tel.999 or 101, and not via third parties. ➤ Cllr Jones mentioned that Hendrefoilan House, whilst owned by Swansea University, is on the CCS list of 'at risk' buildings. Savills estate agent has been appointed to handle the sale of Hendrefoilan House on behalf of Swansea University. https://assets.savills.com/properties/GB383CPA1031/Hendrefoilan%20House%20Brochure. 	

<p>pdf</p> <p>➤ Cllr Robinson will remove the Hendrefoilan House page from the KCC website</p> <p><u>(e) Gardening Committee - Councillor Jan Evans</u></p> <p>➤ Cllr Evans advised that the incorrect bulbs were delivered but have now been replaced. Bulbs are due for planting.</p> <p>➤ Cllr Robinson reported that the quotation for the railings has been received at a cost of £864.00 (inc VAT). The Clerk has placed the order with an additional cost of painting of £135.00 (Racing green with gold cages) installation will take place in approximately 3-4 weeks.</p> <p><u>(f) Footpaths - Cllrs D Vyse</u></p> <p>➤ Cllr S Hemsley-Rice agreed to join the Footpaths Committee.</p> <p>➤ There was no report due to the winter months and the adverse weather conditions. Walking will recommence in Spring 2019.</p>	<p>Cllr Robinson</p>
<p>7. Planning Report - Cllr E Sides</p>	
<p>Validated Applications for period: 26 September to 23 October</p> <p>2018/1993/FUL: [26Sep-18] 334 Gower Road, Killay, Swansea, SA2 7AE. Single storey rear extension, rear roof extension with rear dormer to provide further living accommodation in the roof space and fenestration alterations.</p> <p>KCC comment: CCS to decide.</p> <p>Decision for period: 26 September to 23 October.</p> <p>2018/1652/FUL: [01-Oct-18] 6 Lime Gove, Killay, Swansea, SA2 7EG Single storey rear extension and detached garage. Approved by CCS.</p>	
<p>8. Finance Report (SB/NF)</p>	
<p>A new KCC banking format showing balances at start and end of period produced by Cllr Fletcher and circulated previously, was agreed by all.</p> <ul style="list-style-type: none"> ▪ Clerk's expenses (retrospective) for September are £23.00 telephone. ▪ Clerk's expenses for October are £30.60 telephone. ▪ The following invoices were approved: <ul style="list-style-type: none"> ~ Cllr J Evans £59.97 for bulbs ~ Cllr J Robinson £74.02 for the website ~ HMRC (Clerk Tax) £294.20 <p>All above proposed by Cllr B John and seconded by Cllr J Fitton.</p> <ul style="list-style-type: none"> ▪ The Clerk confirmed that the external audit has been returned and signed off by BDO who are the Auditors instructed to complete the audit by the Welsh Government; ▪ Cllr Fletcher thanked the Clerk for keeping accurate accounts; ▪ The Finance Committee prior to the setting of KCC Budget for 2019/2020 will discuss any items highlighted by the Auditors; ▪ The BDO external audit for 2018/2019 Accounts will include compliance with standing 	

orders, and delegation to committees. Topics to be discussed by the Finance Committee and at January meeting.

- A copy of the report from BDO will be forwarded to the internal Auditor R Dolbear.

The 2017/2018 yearly accounts were agreed and accepted by full Council.

Half yearly (April - October 2018) accounts were distributed, discussed by all present and agreed/accepted. All items of income and expenditure (except 2017 CCS election costs) were on budget. It is noted that major expenditure on Christmas activities occurs in the second half of the financial year.

A list of banking details carried out during September 2018 have previously been circulated and were approved, agreed by Council, signed and dated by Cllr N Fletcher.

Number 1 Account – Treasurer	£1,233.54
Number 2 Account – Bus Account	£15,707.74
Number 3 Account – Election Account	£3,011.16

Total: £19,474.97

- Cllr S John reported that the monthly bank statement has been checked and agreed on.
- The Petty Cash account as at 24th October is £74.20. (£13.20 purchases for the Halloween Party paid to Cllr S John).

9. Independent Remuneration Panel for Wales 2019/20

Having read the IRP draft report, Cllr Fletcher advised members that the Community Council must make available £150.00 per Councillor in the form of expenses. Anyone who wishes to decline this payment must formally 'opt out' in writing to the Clerk.

The Finance Committee, when setting the Precept for 2019/2020 will discuss funding this additional expense.

This report will go to the Welsh Government 2019/20 year.

All
Councillors

10. Future events

Halloween (budget £250)

- Wednesday 31st October 2-4pm.
 - ~ Posters and handouts have all been delivered;
 - ~ There are no further items to be added to the Action List.
 - ~ Cllr B John reported that PCSOs would be attending.

Christmas Events (Parade / Precinct Grotto / Library Grotto & Carol Service)

- Cllr Fletcher presented the Christmas events Action Plan in which all-important points have been covered. It was agreed that interim route timings will not be displayed, only approximate start/arrival time. All further information will be displayed via Face book.
 - ~ The Elves will be in attendance on the 26th November and at the library on the 1st December;
 - ~ The Brownies also will be attendance on 26th November with the Salvation Army Band.
 - ~ Brownies have requested that they have the option to see Father Christmas early as the show is almost over by the time they finish singing.
 - ~ CCS has confirmed a Licence is not necessary provided volume is kept reasonably low

<p>and is in keeping with the actual event.</p> <p>~ The Clerk will order the Christmas tree from Gower Christmas Trees - 14ft or above to be erected on Thursday 22nd November. Councilors will choose a tree nearer the date.</p> <p>~ The Carol Service will take place at Siloam Chapel on 16th December. Four Councillors volunteered to do a reading. Cllr Fletcher to co-ordinate which bible version</p> <p>~ The Christmas Tree Festival at St Hilary's will resume this year and the theme is 'Countries of the World' – 12th – 17th December. Tree to be decorated 11th December with theme of Iceland. Sponsorship of the tree is £25 payable to Parish of Killay.</p> <p>~ Phillips Electrical quotation is £5300.00 approximately which allows for 200 additional bulbs if needed. The Clerk was instructed to contact Phillips to confirm acceptance of the quotation. The quote is less than the budget because there is no requirement to replace festoon lighting in the precinct.</p>	<p>Mrs S Bagley</p> <p>Cllr Fletcher</p> <p>Mrs S Bagley</p>
11. Request for Donations (SB)	
There were no requests for donations received during October 2018.	
12. Defibrillators	
<p>This item is still ongoing.</p> <ul style="list-style-type: none"> ▪ Support has been received from various local organisations. ▪ Cllr Hemsley-Rice volunteered to help with the application. 	
13. Review of Killay Community Council (future role & purpose)	
<p>The review commenced by discussing the various events that KCC carried out during the year. The main actions at the meeting were: -</p> <ul style="list-style-type: none"> ▪ Pop Up Surgery at the Precinct to talk to members of the public. It was agreed that this will take place Saturday 27th October, 10.00am to 1.00pm; ▪ Open Forum next spring; ▪ Increase of delegation of Sub Committees; ▪ Be mindful of the number of e-mails circulated. 	
14. Items for inclusion on November meeting agenda	
There were no items for inclusion on the November agenda.	
There being no further business to discuss the meeting closed at 8.40 pm	

Signed Councillor _____ **26th November 2018**