



KILLAY COMMUNITY COUNCIL

CYNGOR CYMUNED CILÂ

MONTHLY MINUTES
Wednesday 26th November 2025
7.15pm multi-location meeting

Present (In person):		
Cllr Jim Robinson (Chair)	Cllr Mary Jones (Vice Chair)	Cllr Joanne Fitton
Cllr Nigel Fletcher	Cllr Rhiannon Barrar	Cllr Peta Walsh
Cllr Ian Mortimer	Cllr Sarah Gee	Cllr Jan Evans
Clerk to the Council – Sue Bagley		
1. Apologies for absence		
City Cllr Jeff Jones	Cllr Dawn Morse	City Cllr L Gibbard
Cllr Tyrone Lewis	Cllr Beth Rowe	Cllr Linda Aubrey
Maya Osbourne (prospective Youth Representative) (no apology received)		
2. Declaration of Personal and Prejudicial Interest.		<i>To be actioned by</i>
In accordance with the provision of the Code of Conduct, Council members must declare a personal and/or prejudicial interest at the commencement of such matters 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.		
For members who are attending the meeting remotely, any interest is disclosed verbally and recorded by the Clerk.		
<ul style="list-style-type: none">• City Cllr M Jones declared a personal & prejudicial interest in item 8. Planning.		
3. Acceptance of Minutes of Meeting held on 22nd October 2025		<i>To be actioned by</i>
The minutes of the meeting circulated previously were accepted as being a true and accurate record.		
Proposed by Cllr N Fletcher and seconded by Cllr S Gee.		
4. Matters arising from Minutes of meeting held on 22nd October 2025		<i>To be actioned by</i>
<ul style="list-style-type: none">• Cllr Fletcher confirmed that the Wildflowers at St Hilary's have been planted.• Cllr Jones advised that the Speed Survey figures near the Railway Inn are not currently available.• Cllr Barrar requested that the Walking Map information be added to the Agenda under item 6 Public Rights of Way – this was agreed.• Cllr Fitton declared a Personal & Prejudicial Interest on Storage which is under matters arising.• The Clerk confirmed that an invoice has been received from Killay Scout Group for storage of KCC equipment, at a cost of £90.00 for November to April. This was accepted. A discussion took place as to how and where to store this equipment to make the operation easier for those handling the equipment.		
It was decided that heavier equipment would be housed at Cllr I Mortimer's garage and the remainder will be housed at the Scout Hall.		

5. Correspondence received	To be actioned by
<p>All important correspondence has been circulated previously.</p> <ul style="list-style-type: none"> • Clerks Direct provided to Cllr Fletcher. • Two emails received from Mr Keith Spooner and Ms Rachael Anthony interested in co-option onto the Community Council. The Clerk confirmed that she had invited them to attend the meeting as an observer prior to any further action, but unfortunately, they have not attended. • There has been no response from Active Travel. • A thank you letter from Mrs Maggie Mullins for a wonderful Christmas Parade. • Also, a letter received from a child to Santa. 	
6. Reports	To be actioned by
<p>The following reports were made by the relevant members – all reports were circulated prior to the meeting.</p>	
<p>a) Chair's Report (JR)</p>	
<p>All items covered within the agenda.</p>	
<p>b) City Councillors' Reports (MJ; JJ; LG)</p>	
<p>Cllr M Jones reminded Councillors that she has recently circulated a request for members to complete an important survey on Active Travel. The survey is open for public engagement until 4th of January 2026.</p>	
<p>The new Consultation process will start in January and the results will be published in December.</p>	
<p>Councilors to complete https://datamap.gov.wales/survey/Swansea_AT_Survey/</p>	
<p>Cllr Fletcher proposed that he and Cllr Gee would draft an email to be sent by the Clerk, on behalf of KCC to object to Proposed Active Travel route – Old Carriage Drive, Clyne Valley (KI108)</p>	<i>Cllr Fletcher/Gee S Bagley</i>
<p>No attachment received from CC Louise Gibbard – the Clerk will ask Cllr Gibbard to resend.</p>	<i>S Bagley</i>
<p>c) Clerk's Report (SB)</p>	
<p>No report. All items covered within the agenda.</p>	
<p>d) Publicity (JR; BR; SG)</p>	
<p>No items to report.</p>	
<p>e) Gardening Committee (JE; PW; DM; MJ)</p>	
<p>No items to report.</p>	
<p>f) Public Rights of Way (RB, BR, SG, NF)</p>	
<p>Cllr Barrar reported that a quotation has been received for 1,000 Walking Maps at a cost of £398.59.</p>	
<p>This quotation was accepted by all members and Chris Dale will be informed of the acceptance.</p>	
7. Financial Report (SB/JR)	To be actioned by
<p>i) Statement of bank details - circulated previously (SB)</p>	
<p>ii) The following payments were proposed by Cllr J Evans, seconded by Cllr S Gee and approved for payment:</p>	

<table border="1"> <tr><td>N Fletcher</td><td>Santas Gift</td><td>Christmas</td><td>£24.00</td></tr> <tr><td>S Bagley</td><td>Expenses</td><td>Clerk's expenses</td><td>£30.80</td></tr> <tr><td>Killay Scouts</td><td>Storage</td><td>Storage</td><td>£90.00</td></tr> <tr><td>S Bagley</td><td>Gifts for Elves</td><td>Christmas</td><td>£20.00</td></tr> <tr><td>Life Support</td><td>Defibrillators</td><td>Defibrillators</td><td>£945.00</td></tr> </table>	N Fletcher	Santas Gift	Christmas	£24.00	S Bagley	Expenses	Clerk's expenses	£30.80	Killay Scouts	Storage	Storage	£90.00	S Bagley	Gifts for Elves	Christmas	£20.00	Life Support	Defibrillators	Defibrillators	£945.00	
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£450.00 towards the cost of the Defibrillators is being paid for by City Councillors J & M Jones.																					
iii) A date for the Finance Committee to meet to discuss the 2026/2027 was provisionally agreed for the 7 th January 2026 via Zoom.																					
8. Planning Report (JF; SG; MI)	<i>To be actioned by</i>																				
Report previously circulated. Any interested person can also look at the Planning applications and make representations themselves using this portal: - https://property.swansea.gov.uk/online-applications/search.do?action=weeklyList																					
Change of use for the Refinery Café has still not been decided. On the CCS Planning portal it states that an Extension of the period will be made by the 17 th July 2025. Cllr Fletcher will draft a letter to CCS Planning to ask the question regarding the delay.	Cllr Fletcher/S Bagley																				
9. Events																					
Halloween – Wednesday 29th October 2.00 – 4.00pm																					
<ul style="list-style-type: none"> Halloween was poorly attended. A discussion took place regarding timings and advertising of the event. It was also felt that the change of venue and day did not help. Cllr Fitton has agreed to look into the bookings for the Scout and Guide HQ for next year. Council decided to book Tuesday 27th October 2026 for Halloween if it was available. The Summer Fun Day will be looked at later in the year. 	Cllr Fitton																				
Killay Market - Saturday 22nd November																					
<ul style="list-style-type: none"> The Market was very successful. A discussion took place in relation to the cost of any future market, with Cllr Robinson suggesting that as a benefit to the local community, KCC should contribute to the cost. Cllr Gee suggested that the Market could be discussed in the New Year. 																					
Father Christmas Parade – Monday 23rd November																					
<ul style="list-style-type: none"> All details are in hand – no additional changes. Cllr Jones advised Council that the sleigh route next year may need further consideration, to include St Modwen development (former Hendrefoilan student village). Cllr Robinson asked if anyone had any useful suggestions for next year. The Clerk informed Council that whilst she had booked the Sleigh for Monday 30th November 2026, CCS Events have informed her that this date is not available. Councillors decided to change the date to Monday 7th December 2026. The Clerk will speak to Events to see if this date is available. 	All Councillors S Bagley																				
Father Christmas Grotto – Saturday 6th December - Siloam Chapel Hall. 10.30 – 12.30																					
<ul style="list-style-type: none"> Poster are up and tickets are at the Refinery Café and Card Shop. 72 Selection boxes have been donated to KCC by Livingstone's. It was suggested and agreed to purchase additional boxes if required, once numbers are confirmed. It was decided to erect and decorate the Grotto on Friday night at 5.00 pm 																					

Carol Service – Siloam Chapel 14th December. 5.00 pm	
<ul style="list-style-type: none"> • Cllr Fletcher confirmed that there will be four readings during the service, by Cllr R Barrar, Cllr Fletcher, Cllr J Robinson and Cllr M Jones. • The adopted charity for Siloam Chapel is Matts' House and Zacs Place, both of which are homeless Charities. • Cllr Fitton agreed to purchase the Mulled Wine. The Clerk will purchase the Mince pies. • A pianist has been confirmed and the Children from Hendrefoilan School will be performing a Welsh Hymn/Song. 	
Date and Venue of Annual Dinner.	
<ul style="list-style-type: none"> • Cllr Fitton proposed that the Annual Dinner be held on a Saturday lunchtime. This was agreed by the majority and Saturday 10th January 2026 at 1.00 pm was confirmed. • The Clerk will book the venue - The Blackboy. • Cllr Evans will prepare a quiz for the evening. 	S Bagley
10. Requests for donations	<i>To be actioned by</i>
No requests received.	
11. Local Democracy & Boundaries Commission (LDBC) Review of Swansea Community Boundaries	<i>To be actioned by</i>
Changes to Killay Community Council and Boundary from May 2027 <ul style="list-style-type: none"> • Killay will reduce from 15 to 10 Councillors • 34 properties in Goetre Fawr Road and 25 properties in Goetre Fach Road that back on to Duvant Park will move from Killay to Duvant • Siloam chapel and Killay medical centre will also move to Duvant. • Duvant Rugby Club moves from Upper Killay to Killay 	
12. Review of Standing Orders/Financial Orders – update (JF/JR/MJ)	<i>To be actioned by</i>
On going	Cllr Robinson
13. Food Hygiene Training	<i>To be actioned by</i>
It was suggested that the food hygiene training could be completed online at a cost of £12.00 – £20.00 per course. Cllr Fletcher agreed to complete this course as a trial and provide an update.	Cllr Fletcher
14. Information Commissions Office	<i>To be actioned by</i>
Cllr Robinson suggested that KCC should be registered with the ICC total cost is £45.00.	
15. DBS Policy – was signed off during the September meeting	<i>To be actioned by</i>
The Clerk was asked to make the necessary arrangements.	S Bagley
16. Items for future meetings	
<ul style="list-style-type: none"> • Safeguarding and code of conduct training will take place on Friday 20th February 2026 at Siloam Chapel Hall at 9.30am 	
17. Close of meeting at 9.10pm	