



KILLAY COMMUNITY COUNCIL

CYNGOR CYMUNED CILÂ

MONTHLY MINUTES
Wednesday 22nd April 2026
7.15pm multi-location meeting

Present (In person):		
Cllr Jim Robinson (Chair)	Cllr Mary Jones (Vice chair)	Cllr Rhiannon Barrar
Cllr Nigel Fletcher	Cllr Joanne Fitton	Cllr Linda Aubrey
Cllr Jan Evans	Cllr Sarah Gee	Cllr Dawn Morse
City Cllr Louise Gibbard		Cllr Peta Walsh
Clerk to the Council Sue Bagley		
Present Remote		
Cllr Beth Rowe		
Observer: Ms Rachel Anthony		
1.Apologies for absence		
City Cllr Jeff Jones	Cllr Ian Mortimer	
Members noted that Cllr Mortimer had previously advised that he would be unavailable for the foreseeable future. The Clerk was requested to contact him regarding his longer-term intentions in relation to Council membership.		
2. Declaration of Personal and Prejudicial Interest.		<i>To be actioned by</i>
In accordance with the provision of the Code of Conduct, members were reminded to declare any personal and/or prejudicial interest at the start of the meeting or when such interests became 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. - City Cllr M Jones declared a personal & prejudicial interest in item 8 – Planning. - Cllr M Jones declared a personal & prejudicial interest item 10 – Donations.		
3. Acceptance of Minutes of Meeting held on 25th March 2026		<i>To be actioned by</i>
The minutes previously circulated were approved as a true and accurate record. Proposed: Cllr Nigel Fletcher Seconded: Cllr Linda Aubrey		
4. Matters arising from Minutes of meeting held on 25th March 2026		<i>To be actioned by</i>
Page 2 – item e Gardening. Cllr Robinson reported that the loose brickwork at the precinct had been replaced, although it remains unstable. Cllr Robinson agreed to inspect and report back.		Cllr Robinson

Page 3 – item 9 – Events Cllr Barrar advised that no further enquiries had yet been made with regard to Mari Llwyd. Any future updates will be reported to Council. This item is to be added to the July agenda in preparation for the November Market. Page 4 – item 11 – Code of Conduct Cllr Robinson confirmed that the policy had now been added to the Council website, together with other outstanding policies. Members also discussed the Disclosure of Personal Interests form received during training. It was agreed that the current Council form remains suitable at present but the Clerk to compare with that used by Llangyfelach Community Council. Outstanding items suggested at the Code of Conduct training session – 20th February 2026. a) Councillor email addresses to be added to the website. KCC to discuss whether each Councillor is issued an '@KCC.org' email address, or the website just states that "All Councillors can be contacted via the Clerk" b) All Councillors to update the register of interests. This should thereafter be reviewed annually or whenever there is a change for an individual councillor. c) To update new councillor induction. Buddy SG Nf d) Consider other beneficial membership for KCC/the Clerk. Page 4 – item 12 - Review of Standing Orders Cllr Robinson advised that the Standing Orders had been updated. The Clerk will circulate the revised version to members for consideration ahead of the next meeting, with comments requested by 20th May.	Cllr Barrar S Bagley These items (a - d) were not discussed at April meeting. Items to be actioned as applicable. S Bagley
5. Correspondence received	<i>To be actioned by</i>
All relevant correspondence had been circulated to members prior to the meeting. The Clerk advised that the annual insurance renewal with Zurich falls due in June at a cost of £396.00, unchanged from the previous year. Council resolved that payment be made on renewal.	S Bagley
6. Reports	<i>To be actioned by</i>
All available reports had been circulated prior to the meeting. a) Chair's Report (JR) - Appendix 1 Standing orders and Philips electrical. Previously circulated. Cllr Robinson further reported that following discussions with Phillips Services regarding repairs to the Christmas tree lights, it was clarified that although engineers were on site for one hour, travel time was chargeable due to the Christmas shutdown period. b) City Councillors' Reports (MJ; JJ; LG) - Appendix 2 and 3 Previously circulated and noted. c) Clerk's Report (SB) No separate report submitted. All matters were covered within the agenda.	

d) Publicity (JR; BR; SG;MJ) No report was available. e) Gardening Committee (JE; PW; DM; BR) Cllr Evans reported that following cleaning of the water feature, it was now operating much more effectively and requires less frequent refilling. f) Public Rights of Way (RB; BR; SG; NF) - Appendix 4 Previously circulated and noted.																									
7. Financial Report (SB/JR)	<i>To be actioned by</i>																								
i) Statement of bank details - circulated previously (SB) - appendix 5 ii) The following payments were approved for payment: <table><tr><td>S Gee</td><td>DBS Check</td><td>Cllr Remuneration</td><td>£21.50</td></tr><tr><td>Urban Foundry</td><td>Market</td><td>Market</td><td>£450.91</td></tr><tr><td>B Rowe</td><td>Easter Egg Hunt</td><td>Events</td><td>£11.67</td></tr><tr><td>S Bagley</td><td>Expenses</td><td>Clerk Expenses</td><td>£32.00</td></tr><tr><td>R Dolbear</td><td>Internal Auditor</td><td>PAYE</td><td>£90.00</td></tr><tr><td>Zurich Insurance</td><td>Annual Insurance</td><td>Insurance</td><td>£396.00</td></tr></table> Proposed: Cllr Jan Evans Seconded: Cllr Mary Jones	S Gee	DBS Check	Cllr Remuneration	£21.50	Urban Foundry	Market	Market	£450.91	B Rowe	Easter Egg Hunt	Events	£11.67	S Bagley	Expenses	Clerk Expenses	£32.00	R Dolbear	Internal Auditor	PAYE	£90.00	Zurich Insurance	Annual Insurance	Insurance	£396.00	
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8. Planning Report (JF; SG; MI) - appendix 6	<i>To be actioned by</i>																								
The report had been circulated previously. Members of the public may also view Planning Applications and submit representations via the Swansea Council online planning portal: https://property.swansea.gov.uk/online-applications/search.do?action=weeklyList City Cllr Mary Jones declared an interest in this item. Cllr Fletcher confirmed that there were no contentious applications requiring discussion. City Cllr Jones remained in the room.																									
9. Events																									
Easter Egg Hunt – 6th April 2026 – appendix 7 Cllr Robinson thanked Cllr Rowe for organising a successful event. Attendance was strong, the weather was favourable, and the children greatly enjoyed the morning. Members discussed the possibility of expanding next year’s event, potentially incorporating additional activities and also considering Woodcote Park as a venue for other activities. Cllr Fitton suggested that Paul Thornton of the Wildlife Trust may be able to assist with ideas and support. Killay Market – 18th April Members discussed a minor issue regarding vehicle unloading at the front of the Precinct, which was affecting parking and visibility for existing traders. Alternative parking remains available at the rear of the Precinct and at the Commercial.	S Bagley																								

The Olchfa School Concert Band performed, and positive feedback was received. The Clerk will write to the Headteacher expressing thanks. Attendance was considered lower than at the previous market. Spring Tea Party – 23rd May – St Hilary’s Church Hall To be held at St Hilary’s Church Hall. Several Councillors volunteered to assist. Cllr Morse and Cllr Walsh agreed to undertake shopping arrangements. Gŵyr y Stac will provide entertainment, and timings have been confirmed. Councillors to meet at 1.00pm. Guests to attend 3.00pm – 5.00pm.	S Bagley
10. Requests for donations	<i>To be actioned by</i>
Cllr Jones declared a personal & prejudicial interest in this request - she did not leave the room. A request was received from Carys Roxburgh, a Ranger with Cila Rangers, seeking support towards participation in a Girlguiding Cymru international trip to Switzerland. Members noted that £2,300 was required, of which £675 had already been raised. Following discussion, Council resolved to donate £200.00, payment to be made directly to Killay Guides. Proposed: Cllr Walsh Seconded: Cllr Aubrey Cllr Fletcher thanked Cllr Gee for drawing attention to the Council’s donation policy requirements.	S.Bagley
11. Storage at Killay Scout Hall	<i>To be actioned by</i>
Cllr Robinson advised that the Council continues to consider longer-term storage options. It was agreed that storage at Killay Scout Hall should continue for a further six months from 1st April at a cost of £90.00. Cllr Fitton updated members regarding ongoing refurbishment works at the Scout Hall. Cllr Fitton to report back to May meeting on shelving requirements.	Cllr Fitton
12. Review of Standing Orders/Financial Orders – update (JF/JR/MJ)	<i>To be actioned by</i>
Discussed under matters arising.	
Other item discussed	
Prior to close of meeting, Cllr Fitton provided brief information regarding Commonwealth Day activities to be held at Dunvant Park on 25th July. Members were invited to submit ideas to the Clerk before the next meeting.	All Cllrs
13. Items for future meeting.	<i>To be actioned by</i>
Commonwealth Day - 25th July	
Meeting closed at 8.15 pm	
Signed by: Cllr J Robinson 	Date: <u>27th May 2025</u>