



KILLAY COMMUNITY COUNCIL

CYNGOR CYMUNED CILÂ

MONTHLY MINUTES
Wednesday 27th May 2026
7.15 pm multi-location meeting

Present (In person):		
Cllr Jim Robinson (Chair)	Cllr Mary Jones (Vice chair)	Cllr Rhiannon Barrar
Cllr Nigel Fletcher	Cllr Sarah Gee	Cllr Linda Aubrey
Cllr Jan Evans	Clerk to the Council Sue Bagley	
Present Remote:		
Cllr Beth Rowe	Cllr Joanne Fitton	Cllr Peta Walsh
1. Apologies for absence:		
City Cllr Jeff Jones	Cllr Dawn Morse	City Cllr Louse Gibbard
Community Councillor Ian Mortimer Councillor Ian Mortimer requested dispensation for a leave of absence under Section 85 of the Local Government Act 1972. Councillor Mortimer informed the Clerk that, due to work commitments and other personal circumstances, he does not feel able to meet the commitments required of a Community Councillor and may be absent from Council meetings for an extended period. He acknowledged that failure to attend meetings for six consecutive months would result in him ceasing to be a member of the Council under the provisions of the Act. Resolved: That Councillor Mortimer be granted dispensation from attendance at meetings for the agreed period, namely up to and including October 2026 Cllr Mortimer has indicated that he must not be contacted with day to day correspondence during this period.		
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.		

(e) Gardening Committee (JE; PW; DM) – Appendix 3

The report had been previously circulated and was noted.

Councillor Robinson advised that a quotation had been received from Odd Job Squad for repairs to the base of the wall in the Precinct Garden. The quotation was in the sum of £200.00. This had been circulated to councillors in advance. No alternative quotations had been received.

Resolved: That the quotation in the sum of £200.00 be approved and that Councillor Robinson inform the contractor accordingly.

Proposed by Councillor Fletcher and **seconded** by Councillor Aubrey

Cllr Robinson

(f) Public Rights of Way (RB; BR; NF) – Appendix 4

The report had been previously circulated and was noted.

Councillor Barrar informed Council that the maps had been delivered and that a number remained available.

Councillor Barrar confirmed that distribution would take place as follows:

- Councillor Barrar – Killan Fawr Farm
- Also Duvant Farm Shop and Pet Shop
- Also Railway Inn
- Sue Bagley – Upper Killay Recreation Hall
- Councillor Morse – Square Eyes, Precinct
- Councillor Robinson – Post Office and Killay Pet Shop

Cllr Barrar

Mrs S Bagley
Cllr Morse
Cllr Robinson

Councillor Barrar advised that she was content for copies of the maps containing a spelling error to be distributed if required.

7. Financial Report (SB/JR)

To be actioned by

(i) Statement of Bank Details (SB) – Appendix 5

The Statement of Bank Details had been previously circulated.

(ii) Payments

Payments to be approved previously circulated - **Appendix 5.**

Payee	Payment for	Budget	Amount
K Thomas	Tea Party Band	Events	£200.00
L Aubrey	Tea Party	Events	£19.14
M Jones	Food Hygiene	Cllr Training	£15.59
L Aubrey	Food Hygiene	Cllr Training	£15.59
P Walsh	Food Hygiene	Cllr Training	£15.59
P Walsh	Tea Party	Events	£42.93
N Fletcher	Compost	Gardening	£30.00
S Bagley	Toner	Toner	£78.76
S Bagley	Paper	Paper	£19.99
S Bagley	Expenses	Clerk Expenses	£31.00

There were no additional payments.

Resolved: That the Payments be approved.

Proposed by Councillor Gee **Seconded** by Councillor Robinson

(iii) Accounts 2025/2026 The 2025/2026 accounts were discussed and it was agreed that the accounts will now be submitted to the Internal Auditor. Once approved by the Internal Auditor, they will be presented to the Council for full approval prior to submission to the External Auditor.	
8. Planning Report (JF; RB; SG; NF) - appendix 6	<i>To be actioned by</i>
The report had been circulated previously. City Cllr Mary Jones declared an interest in this item 8 and left the room Cllr Fletcher confirmed that there were no applications requiring discussion. City Cllr Jones returned to the room.	
9. Events	
(a) Spring Tea Party – 23rd May – St Hilary’s Church Hall – Update The Chair reported that the Spring Tea Party, held on 23rd May at St Hilary’s Church Hall, was a great success. Approximately 50 residents attended who thoroughly enjoyed the afternoon. Music was provided by Gŵyr y Stac. Catering arrangements and shopping were undertaken by Councillors Walsh and Morse, together with volunteer Mrs S. John. Councillor Fitton advised that for all future events, anyone handling food must wear appropriate protective clothing, including hairnets, gloves and aprons. As the Council has now completed the relevant training and identified associated risks, it is legally required to comply with food hygiene regulations. (b) Dunvant Park – Commonwealth Day – Saturday 25th July Councillor Fitton requested volunteers to assist on the day, with arrival requested at approximately 11.00 a.m. It was suggested that attendees be encouraged to bring a picnic, weather permitting. Final arrangements will be discussed at the July meeting.	July agenda
10. Requests for donations	<i>To be actioned by</i>
Request for Financial Assistance – Siloam Chapel The Clerk read a letter received from Siloam Chapel requesting financial assistance towards the cost of painting and replastering the Chapel Hall. Councillor Jones declared an interest and abstained from the discussion and any vote thereon. Following discussion, it was: Resolved: That a donation of £100.00 be awarded to Siloam Chapel. Proposed by Councillor Fletcher Seconded by Councillor S. Gee	Mrs S.Bagley
11. Review of Standing Orders/Financial Orders – update (JF/JR/MJ)	<i>To be actioned by</i>
The Clerk had previously circulated the draft Standing Orders to all Councillors. Councillor Robinson reported that he had received a significant amount of feedback from Councillors, which gives rise to a number of action points requiring further consideration. The matter remains ongoing.	Cllr Robinson
12. Shelving of Storage at the Scout Hall	<i>To be actioned by</i>
It was proposed that a free-standing unit be purchased for use as shelving.	

Councillor Robinson proposed that, should shelving be required between meetings, a spending limit of £100.00 be authorised for this purpose, in accordance with KCC Standing Orders. All Members were in favour. Resolved: That expenditure up to a maximum of £100.00 be approved for the purchase of shelving, if required, in accordance with Standing Orders. This item will be discussed further at a future meeting if necessary.	
13. Items to be added for next meeting	
N/A	
14. Meeting closed at 8.50 pm	
Signed by: J Robinson (Chair) 	Date: 1st July 2026