



KILLAY COMMUNITY COUNCIL

CYNGOR CYMUNED CILÂ

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

Present (In person):		
Cllr Jim Robinson (Chair)	Cllr Dawn Morse	Cllr Rhiannon Barrar
Cllr Nigel Fletcher	Cllr Sarah Gee	Cllr Peta Walsh
Cllr Mary Jones (Vice Chair)	Cllr Jan Evans	City Cllr Louise Gibbard
Clerk to the Council Sue Bagley		
Present Remote:		
1.Apologies for absence:		
City Cllr Jeff Jones	Cllr Joanne Fitton	Cllr Linda Aubrey
Cllr Beth Rowe		
2. Declaration of Personal and Prejudicial Interest		
City Cllr M Jones declared an interest in item 8 – Planning.		<i>To be actioned by</i>
3. Acceptance of Minutes of Meeting held on 1st July 2026		<i>To be actioned by</i>
Minutes of the meeting held on 1 st July 2026 were proposed by Cllr N Fletcher seconded by Cllr R Barrar and approved by full Council.		
4. Matters arising from Minutes of meeting held on 1st July 2026		<i>To be actioned by</i>
Page 3 – item (iii) Finance Cllr Gee asked if matters raised by the auditor as the basis for qualifying the accounts had been fully addressed in terms of our compliance. Cllr Gee was assured that all points had been considered by the Finance committee and KCC will ensure that we are able to evidence that processes have been followed for this financial year. On all points raised the correct procedures had been followed, but this had not necessarily been evidenced sufficiently. Challenging the audit status is unlikely to be productive, would have little benefit to the council but would certainly incur more costs. Page 5 - item 12 – Emergency Contact Numbers Cllr Fitton had previously suggested that emergency contact information for Councillors and volunteers attending official Council events should be maintained. Following discussion, it was agreed that a form would be circulated to all Councillors to provide their relevant emergency contact details. The information will be recorded and securely retained by the Clerk and made available as required for KCC events.		Sue Bagley
5. Correspondence received		<i>To be actioned by</i>
All relevant correspondence had been circulated to members prior to the meeting. The Clerk read a letter received from City Cllr L Gibbard expressing an interest in becoming a Council Volunteer. It was agreed that this would be considered under Item 12.		

A card was received from Mrs Maggie Mullins expressing her pleasure and delight at the Market held at the Precinct on Saturday 18 July.																																																													
6. Reports	<i>To be actioned by</i>																																																												
All available reports had been circulated to members prior to the meeting. (a) Chair’s Report (JR) – Appendix 1 The report had been previously circulated and was noted. (b) City Councillors’ Reports (MJ; JJ; LG) – Appendices 2 & 3 (c) Clerk’s Report (SB) The Clerk confirmed that all matters were covered within the agenda. (d) Publicity (JR; BR; SG; MJ) The report had been previously circulated and was noted. Cllr Gee requested that Councillors provide her with any relevant information, news or ideas for publication on social media, to help increase awareness of the Council and engage with a wider audience. (e) Gardening Committee (JE; PW; DM) – Appendix 4 The report had been previously circulated and was noted. (f) Public Rights of Way (RB; BR; NF) – Appendix 5 The report had been previously circulated and was noted.																																																													
7. Financial Report (SB/JR)	<i>To be actioned by</i>																																																												
(i) Statement of Bank Details (SB) – Appendix 6 The Statement of Bank Details had been previously circulated to members and was noted. (ii) Bank Statement The bank statement for June had been checked and verified by Cllr N Fletcher. (iii) Payments – Appendix 6 The schedule of payments had been previously circulated and was presented for approval. RESOLVED: That the payments listed in Appendix 6 be approved.																																																													
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Resolved: That the Payments be approved. Proposed by Councillor M Jones Seconded by Councillor D Morse																																																													
8. Planning Report (JF; RB; SG; NF) - appendix 7	<i>To be actioned by</i>																																																												
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Cllr Jones informed the Council that a number of residents had raised objections to the Miners Rest licence application.	
9. Events	
(a) Killay Market – 18 July, Killay Precinct - The Killay Market was reported to have been a great success, with positive feedback from traders and residents. The entertainment was also well received. - Cllr Jones asked the Clerk to write to the local businesses that had made their car parks available for the event, to thank them for their support.	Sue Bagley
(b) Friends of Dunvant Park – 25 July - Cllr Gibbard requested volunteers to arrive between 1.30 pm and 1.45 pm to assist with putting up the gazebos. - All other arrangements for the event had been made by Friends of Dunvant Park.	All Councillors
(c) Song of Praise – Sunday 9 August, Killay Precinct, 6.00 pm - An ecumenical Songs of Praise event will take place at the Killay Precinct, involving St Hilary's Church, Siloam Chapel Baptist Church, Ebenezer Baptist Church and St Joachim's. - All Councillors were invited to attend.	
(d) Fun Day – Tuesday 11 August, Killay Scout Hut, 1.00 pm–3.30 pm - Set-up will commence from 12.00 noon. - Cllr Fletcher confirmed that he had contacted the Fire Brigade and the PCSO. - Tea, coffee and biscuits will be provided free of charge, together with drinks for children. Ice creams will be available to purchase. - Cllr Fletcher agreed to purchase the required groceries.	Cllr Fletcher
(e) Tabletop Sale and Band Night – Saturday 29 August - The Tabletop Sale will be advertised on social media. - The Clerk will contact Stuart Rees, CCS, prior to the event to remind him of his agreement to collect the rubbish on Sunday morning. - Cllr Robinson confirmed that the band, Guilty Pleasure, had been booked to perform from 7.30 pm to 11.00 pm. - Cllr Gee suggested that an additional band could be engaged to perform during the interval. Cllr Gee agreed to make enquiries and report back to the Council. - Sarah Gee and Dawn Shaw (Morse) asked if KCC would consider an alternative band for Band Night. It was agreed that different bands should be approached for next year.	Sue Bagley
	Cllr Gee
(f) Christmas Market – Saturday 21 November - The Christmas Market will be held at the Killay Precinct on Saturday 21 November. - Further details will be discussed nearer the time. - It was noted that, following a suggestion made at the May meeting, Cllr Barrar had obtained further information regarding the Mari Lwyd, a Welsh tradition. The information had been circulated to all Councillors. It is intended that the Ffynnonne Mari Lwyd and her Ostler make an informal appearance at the Christmas Market.	Cllr Barrar
In addition to the above: - Cllr Barrar suggested that the Council consider including a Twmpath as part of its events programme next year. - Cllr Robinson reminded the Council that, at the previous year's meeting, it had been suggested that poppies be placed on lampposts in Killay for Remembrance Day. Cllr Jones agreed to make enquiries regarding the location of the poppies used last year.	Cllr Jones
10. Requests for donations - none received.	<i>To be actioned by</i>
No requests received.	

11. Social Media Policy Update		<i>To be actioned by</i>
It was noted that the review of the Social Media Policy and Co-option policy is ongoing.		
12. Volunteering Procedure – for approval		<i>To be actioned by</i>
The Volunteer Procedure, which had previously been circulated to all Councillors, was proposed by Cllr Barrar and seconded by Cllr Fletcher. RESOLVED: That the Volunteer Procedure be approved and adopted by the full Council. The Clerk will provide copies of the Volunteer Procedure and Volunteer Form to the following volunteers for completion and signature: • Mrs Sue John • Mr Gerry Shaw • City Cllr Louise Gibbard It was suggested that lanyards be provided for volunteers as a means of identification, instead of name badges.		Sue Bagley
13. National Emergency Briefing Film on Climate & Nature		
It was agreed to arrange a showing of the National Emergency Briefing Film at Dunvant Social Centre and to invite local Community Councillors to attend. The proposed date was Tuesday 18 August. Post-meeting note: Since the meeting, the date and venue have been confirmed.		
14. Policies for review next month – Equality, Diversity, inclusivity Financial Regulations.		
• Equality, Diversity & Inclusivity policies are to be reviewed in August (SG) • Financial regulations to be reviewed in September by the Finance committee.		August agenda
Meeting closed at 9.00pm		
Signed by: J. Robinson	 (Chair)	Date: 26th August 2026