



KILLAY COMMUNITY COUNCIL

(CYNGOR CYMUNED CILÂ)

MONTHLY MINUTES
Wednesday 28th March 2018
7.15 pm

Present:	
Councillor Nigel Fletcher (Chair)	Councillor Peta Walsh
Councillor Jim Robinson (Vice Chair)	Councillor Dudley Vyse
Councillor Tyrone Lewis	Councillor Martin Quaile
Councillor Sue John	Councillor Jan Evans
Councillor Joanne Fitton	Councillor Jackie Rose
Councillor Bill John	Councillor Jeff Jones
Clerk to the Council Mrs Sue Bagley	Councillor Lowrie Orchard
<p>Prior to the commencement of the meeting, Mrs Lowrie Orchard was interviewed as a Candidate for Co-optation onto the Council. <i>(Cllr Jeff Jones declared a personal interest and abstained from voting.)</i> The interview concluded that Mrs Lowrie Orchard be co-opted onto Killay Community Council after which she proceeded to make and sign the Declaration of Office and completed all necessary formalities. Cllr Fletcher welcomed Cllr Orchard to her first Council meeting.</p>	
1. Apologies for absence:	
Councillor Mary Idris	
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 on Minutes	
Minutes from the previous meeting held on 28th February (circulated previously) were read and with the following amendment agreed and signed as a true record: Item (9) Town & Community Council Forum meeting – amended to "Annual membership of Society of Local Council Clerks".	
4. Matters arising from previous meeting – 28th February 2018	
Page 1 ➤ The cheque for the donation to Gower First Responders in August 2017 made payable to 'Cariad' has finally been cleared - this amount to be debited from the cheque list recently sent to all Councillor's. ➤	

<p>➤ Defibrillators - The National Lottery Awards for All application form has been obtained from Cariad. To date the Clerk has been unable to contact Mr Hamilton-Shaw, so Cllr Fletcher stated that KCC would complete a draft application.</p> <p>Page 3</p> <p>➤ It was confirmed that a good luck card and chocolates have been delivered to Carol Hodson who recently retired from the library.</p> <p>➤ The plaque has been re-fitted to the Killay Precinct bench by Cllr J Robinson. Cllr J Jones has reported signs of rust on the two recently installed benches to Swansea City Council. Cllr Jones reported that he has not heard anything to date from Nigel Fitzgerald.</p> <p>➤ Cllr Jones confirmed he had reported the pond lifebelt to CCS.</p> <p>Page 4 Item (f)</p> <p>➤ Cllr Fitton has chased CCS officers regarding the bat population in the woods and is waiting for a response from ecologists.</p> <p>➤ Cllr Fletcher reported on recent correspondence received from Huw Evans (Democratic Services) informing all Community/Town Councils that CCS will not act as Data Protection Officer to control the General Data Protection Regulations (GDPR). Cllr Fletcher suggested that most personal information held by KCC is available in the public domain via the website. Cllr Fletcher will continue to explore the requirements for KCC under the new GDPR legislation and report back at a future meeting.</p>	<p>Cllr Fletcher</p> <p>Cllr Fletcher</p>
5. Correspondence	
<p>Correspondence has been received from the following:</p> <p>➤ Huw Evans Democratic Services - discussed previously under Matters Arising.</p> <p>➤ Presentation on the Electoral Arrangements for CCS - to be held on 3rd May 2018 at the Guildhall - Cllr Fletcher will attend.</p> <p>➤ An application for co-option has been received from Mr Edmund Sides. The Clerk agreed to e-mail the application to all Councillors to consider suitability. If appropriate, Mr Sides will be invited for an interview at the next meeting.</p>	<p>Cllr Fletcher</p> <p>Mrs S Bagley</p>
6. Reports	
<p>(a) Cllr Nigel Fletcher (Chair)</p> <p>➤ Cllr Fletcher advised that he had been investigating the GDPR. (See Item 4f above).</p> <p>➤ The Wales Audit Office (WAO) report Financial Management & Governance in Community Councils 2016-17 summarizes the findings of over 700 Town & Community Council financial audits. Cllr Fletcher thanked the Clerk as the non-compliances reported did not apply to KCC. However Cllr Fletcher stated that KCC should not be complacent as the WAO carry out stringent audits. Cllr Fletcher confirmed the only item in the report that will affect KCC is the use of financial reserves.</p> <p>➤ Cllr Fletcher reported on the Precept figures charged by other Town/ Community Councils. This showed that Killay (£20,000) is the 11th lowest precept out of 24 councils. The Band D figure of £9.47 is the 2nd lowest household charge.</p> <p>Cllr T Lewis attended a Drugs Awareness meeting in Pennard on Tuesday 27th March run by South Wales Police in which Sergeant Nicks and PC Jevans informed Councils of the problems Pennard were experiencing due to the use of cannabis by gangs at Pennard Playing fields. Ilston, Three Crosses, Pennard and Killay Community Councils were represented. Cllr Lewis reported that the police are looking for help to try to stop these gangs before they get further</p>	

established. If anyone sees extra cars/strangers going into vulnerable homes the Police need to know.

(b) City Councillor - Jeff Jones

- Cllr Jones reported that City Councillors attended a presentation by Martin Jones regarding the drug problems in Swansea and the related issue of drug dealers moving to Swansea and targeting residents of Killay and the surrounding areas. A focus leaflet has recently been delivered to Killay residents.
 - A grant has been allocated to CCS for an improvement plan for Fabian Way. This includes resurfacing part of Gower Road, Killay from Wimmerfield Drive, potentially up to Cila school, Upper Killay.
 - The Scout Hall lease cost of £1,350 has been waived and the lease has been extended for 30 years, pending completion of paperwork.
 - The library review has been shelved and all libraries are considered safe for the time being. Cllr Jones is currently working on a Scrutiny Board with regard to the Swansea City Deal.
 - Cllr M Quaile expressed concern that deterioration to roads throughout the UK is a great cause for concern as motorists are driving around potholes to avoid them, which in time will cause serious accidents.
 - Cllr Jones agreed to report the condition of Woodcote Park and the nature reserve to CCS. Cllr J Fitton suggested the possibility of KCC arranging volunteers to tidy the park.
 - Cllr Jones suggested that depending on costs KCC could match fund 50:50 to any costs to update the park. Cllr Jones will investigate further and report back.
- Cllr Fitton agreed to investigate if KCC could apply to the Landfill Communities Fund.

Cllr J Jones
Cllr J Jones
Cllr J Fitton

(c) Clerk to the Council – Mrs Sue Bagley.

- The Clerk has still not received a response from ALM Group who were asked in December 2017 to provide a quotation for the Christmas Lighting. All other items to be discussed on the Agenda.

(d) Social Media & Marketing - Cllr J Robinson

- Cllr Robinson showed Councillors a projected copy of the Website, which shows all Councillor names and addresses.
- Cllr Robinson explained the significance of the Register of Interests displayed on the Website. Cllr Robinson confirmed that he intends on producing a page for each Councillor giving full details of their Interests and asked Councillors for their permission to do this – it was agreed by all. Councillors agreed that no individual photographs will be shown.
- Cllr Robinson advised that ‘minutes’ will be saved under ‘meetings’ and only the current agenda will be displayed.
- Cllr Robinson explained how these changes will reduce the number of web pages used, Councillors agreed to the change.
- Cllr B John confirmed that he is now an Administrator for the Facebook site, and will send out an update each month showing usage. BJ will also circulate the Crime Statistics.

Cllr Robinson

(e) Gardening Committee - Councillor Jan Evans

- Maintenance on the flower beds is continuing, the begonias have been delivered and will be planted in due course
- Cllr S John mentioned that she has heard the Swansea in Bloom Competition will not be held this year; this has not been confirmed by CCS.
- Cllr Evans expressed her concerns regarding the positioning of a sign erected by

Cllr John

Livingstone's outside Heritage Carpet Shop. Concerns were that the sign detracts from the plaques already displayed and leaves little space for any future plaques. It also looks as though KCC has erected the sign.

The sign "asks for no Skateboarding/Cycling/ball games etc to be carried out at the Precinct".

Cllr Fletcher suggested a letter be sent to Livingston's asking them to reconsider the site.

- Quotations are to be sought for the replacement of the railings surrounding the flower beds at the Precinct. The 2018/19 maintenance budget is £1,500.

Cllr Fletcher
Cllr
Robinson / S
Bagley

(f) Footpaths

- Cllr Vyse reported that all footpaths are in good order.

7. Planning Report - Cllr Martin Quaille

Cllr Quaille thanked Cllr Fitton and Cllr Walsh for standing in during his recent absence.

Week Ending 23rd February

Decisions: Nil Applications: Nil

Week Ending 2nd March

Decisions: Nil Applications: Nil

Week Ending 9th March

Decisions: 438 Gower Road on application to discharge condition of pre ventilation refused.

Applications: Nil

Week Ending 16th March

Decisions: 2018/0191/FUL 489 Gower Road Retention of the detached outbuilding - approved.

Applications: 2018/0620 5 Clos Cynam TPO lop one oak tree refer to CCS for determination.

8. Financial Report

A list of cheques written during February plus an update on the Petty Cash account circulated previously were accepted and agreed by Council, signed and dated by Cllr N Fletcher.

The Petty Cash account as at 28th March is £66.75

Number 1 Account – Treasurer	£913.04
Number 2 Account – Bus Account	£8871.33
Number 3 Account – Election Account	£3010.39

The cheque for Cariad was banked today reducing the Treasurer above account by £200.00

Clerk Expenses for February were as follows:

- Telephone - £25.00 This is a nominal sum in order that the cheque can be cashed before financial year end. Any difference will be adjusted against March expenses.

Clerks Expenses for the month were unanimously agreed.

Cheques requiring retrospective approval are as follows:

HMRC - Clerk Tax £315.80

J Evans - Plants for Precinct - £79.88

Direct Debit - Electricity £ 12.90

<p>Proposed by Cllr B John seconded by Cllr T Lewis.</p> <p>The Clerk informed Councillors that the amount to be reclaimed from HMRC for VAT for the year 2017/2018 is £ 2253.94, to be received in 2018/19. The budget figure is £2,000. Cllr Fletcher advised Council that following an agreement by a Unison Ballot all Council staff salaries are to be increased by 2%. As such, the Clerk's salary will receive this increase from the 1st April.</p> <p>The Clerk requested approval for the following: Recharges of Community & Town Council election fees from May 2017 of £285.00: Mr R Dolbear for £50.00 being payment of his fees for administering the Clerk's tax to HMRC for the year 2017/2018. Proposed by Cllr J Evans and seconded by Cllr M Quaile</p> <p>Cllr Robinson proposed that all future banking be carried out online. The Clerk currently has access to Internet banking for KCC. It was agreed by all Councillors that Cllr Fletcher, Cllr J Robinson and the Clerk will be established as signatories/ with dual authority for electronic transfers. Lloyds Bank will be approached for the necessary forms to complete.</p>	<p>Mrs S Bagley</p>
<p>9.Events</p>	
<p>➤ St David's Day celebrations</p> <ul style="list-style-type: none"> Cancelled due to inclement weather - the 150 Welsh Cakes kindly donated by The Co-op at the Precinct were taken to Hendrefoilan School by Cllr J Rose. <p>➤ Royal Tea Party</p> <ul style="list-style-type: none"> To be held at St Hilary's Church Hall on Saturday 5th May. Timings 3.00pm - 5.00 pm. Doors will be opened at 2:45pm Thanks passed to Tom Fitton for designing the tickets. Cllr Fitton will order tickets. The Baywood Belles have confirmed their attendance. All other items are in hand. The temporary manager at the Co-op Gower Road has offered to help with supplies for the Tea Party. The working party will meet in April to review arrangement (date to be agreed) <p>➤ Summer Fun Day</p> <ul style="list-style-type: none"> Date agreed as Tuesday 31st July. Steve Jeacock at the library has confirmed availability of the library. The Bouncy Castle, soft play area and children's entertainer from 2017 have been re-booked. The bouncy castle will be dropped off at 8.30am as last year. <p>➤ Summer Events</p> <ul style="list-style-type: none"> Saturday 25th August Table Top Sale (am) Saturday 25th August Band Night (pm) the VIP band will be booked by Cllr J Robinson - the VIP charge £300.00 - all agreed. Sunday 26th August Songs of Praise (6pm in the precinct). Cllr Fletcher confirmed that Rev P Gwynne will conduct the Service for Songs of Praise. 	<p>Cllr J Fitton</p> <p>Cllr J Robinson</p>

<ul style="list-style-type: none"> • Cllr J Fitton has agreed to ask her husband to produce an Events programme for the Notice Boards 	Cllr J Fitton
10. Request for Donations (SB)	
There were no requests for donations received during March.	
11. Cloud Storage (JR)	
To be discussed at a future date.	
12. Defibrillators	
Cllr J Jones confirmed he had spoken to Killay First Responders regarding the Defibrillators and it was agreed that Mr Christian Fox will advise with selecting the locations to position the Automated External Defibrillators (AEDs)	
13. Items for inclusion on next Agenda	
No items for discussion.	
No further items for discussion the meeting closed at 8.56pm	

Signed Councillor _____ **25 April 2018**