



KILLAY COMMUNITY COUNCIL

(CYNGOR CYMUNED CILÂ)

MONTHLY MINUTES
Wednesday 27th February 2019
7.15 pm

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| Councillor Nigel Fletcher (Chair) | Councillor Bill John | Councillor Edmund Sides |
| Councillor Jim Robinson (Vice Chair) | Councillor Mary Idris | Councillor Jeff Jones |
| Councillor Joanne Fitton | Councillor Peta Walsh | Councillor Sue John |
| Councillor Rupa Dave | City Councillor Mary Jones | Clerk to the Council Sue Bagley |

Chairman's Opening remarks:

The chair was conscious that there was a very full agenda with a number of bureaucratic issues to discuss. He reminded Councillors that the aim of the Community Council was to "improve social, economic and environmental well being of the community". Only one third of agenda items met this aim.

1. Apologies for absence:

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| Councillor Jan Evans | Councillor Tyrone Lewis | Councillor Dudley Vyse |
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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 of Minutes

Minutes from the previous monthly Council meeting held on 23rd January 2019 (circulated previously) were agreed with no amendments and signed as a true record.

4. Matters arising from previous meeting – 23rd January

Page 1

City Councillor J. Jones confirmed he had spoken to the Trading Standards department concerning the sale of children's toys at the Christmas Parade. There are two types of street trading permissions. Either a Street Trading licence issued by Swansea Council or a Pedlar's Certificate issued by the police. Cllr J. Jones confirmed that Trading Standards are willing to attend the next Christmas Parade, provisionally booked for 25th November 2019. NF to note on the Christmas action list to contact Trading standards providing adequate notice for them to attend.

Page 2 6(a)

Cllr Fletcher has discussed the December Traders' market held in the Precinct with the organizer Ms. Tara Tarapetian. Ms Tarapetian will arrange a meeting to discuss future markets with Killay traders and Councillors. One concern is the financial viability due to the

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| <p>limited number of market stalls that can be accommodated.</p> <p>Page 4 (7) CC J Jones advised that the Planning Dept CCS has declined a 'change of use application' for the previous Butcher Shop. The applicant can make an appeal. CC J. Jones clarified that if a premises is granted a "change of use" from A1 to A3, they can adopt either classification.</p> <p>Page 6 (13) A date for the open Forum is yet to be agreed with Siloam chapel</p> <p>Page 6 (15) CC J Jones advised that he and Cllr M Jones met with the Head of Libraries to discuss Killay Library opening hours. A copy of the consultation figures was distributed to Cllrs in which it appeared that figures were not quite accurate. Discussions are ongoing, CC J Jones will report back when further details are available.</p> | Cllr S.John |
| <p>5. Correspondence</p> | |
| <ul style="list-style-type: none"> ➤ Clerk's Direct passed to Cllr S John. ➤ Wildlife & Countryside Act 1982 re adoption of public footpaths between Hendrefoilan Road and Waunarllwydd. Enquiry date cancelled. Passed to Cllr E Sides. ➤ Mrs Emma Beynon has requested a Children's playground at Hendrefoilan Student Village. (To be discussed under City Councillor's Report) | |
| <p>6. Reports</p> | |
| <p>Reference a recommendation made at the review of KCC in October 2018, Councillors would be asked to submit written reports prior to the full Council meeting.</p> <p>6a) Chairperson's report - Cllr N Fletcher</p> <ul style="list-style-type: none"> ➤ Attended Town & Community Council Forum on 28th January (separate report circulated prior to the meeting). The main issues discussed were; <ul style="list-style-type: none"> • Update on planning pre-application advice and monitoring planning applications by registering email addresses to receive automatic notifications of new planning applications. • The Sustainable Development Principle, which complements the Well-being of Future Generations act (2015). Although Killay Community Council has an income of less than £200,000 where compliance with the act is statutory, it is recommended that Town/CC adopt the "5 ways of working". • Keeping Recyclables out of black bags. The Councils' latest initiative to increase kerbside recycling. • Review of the Charter between Swansea Council and Town/Community Councils. ➤ Summarised the report published by Wales Audit Office on the findings and recommendations from the audit of 735 Town/CC for 2017/18. The summary was circulated to the Finance committee which showed that, thanks to the Clerk, Killay CC are more compliant than most councils in maintaining accurate accounts resulting in a satisfactory external audit. One recommendation requiring action prior to the 2018/19 external audits is to produce Terms of Reference for committees. ➤ Submitted lottery application for defibrillators. Applicants are notified 10 weeks after submission (10 April). ➤ Summarised and compared 2017 & 2108 crime statistics. | |

6b) City Councillor - M Jones

- Summarised concerns from a resident of the new Fforydd yr Olchfa development regarding the lack of children's play facilities at the site. The same concerns have also been sent to the Community Council.
Cllr Jones advised that she has responded to the resident in her capacity as City Councillor and advised KCC to do the same. Mrs Beynon was informed that KCC have no jurisdiction at all and this is a matter for the City Council Planning department in conjunction with the developer St Modwen.
- Cllr M. Jones reported that she is dealing with an issue at Fforydd yr Olchfa regarding trees and street lighting. CCS do not adopt the roads in new housing estates and therefore have limited responsibility for infra-structure, apart from waste collections. Cllr Jones gave a detailed update regarding progress of the Hendrefoilan Student Village.
- CC Cllrs J & M Jones have donated funds towards a defibrillator to be located at Ty Cila, Wimmerfield Avenue which will be available 24 hours a day.
- Cllr M. Jones has asked for the grass verges on Gower Road to be re-instated.
- Water leakage on Wimmerfield Drive has finally been repaired and tarmaced by the Water Board.

City Councillor J Jones

- Cllr J. Jones advised that the term of office as Governor of Duvant School held by Cllr Tyrone Lewis has lapsed.
This item will be added to the March agenda.
- Gower Road will not be re-surfaced this financial year due to subsidence near the Dell.
- Cllr J. Jones has met with Police Inspector Jon Fairhurst & PC Sam Stone regarding the recent accident on Gower Road near The Railway Inn.
The Safer Camera Partnership did not attend due to the lack of an up to date speed survey.
This matter is ongoing and will be reported back by CC J. Jones.
- Cllr Jones confirmed that the Speed Indicator Device on Gower Road would be replaced with a permanently wired device using the S.106 monies from the building site previously George Thomas House. The speed Indicator device near the Railway Inn will also be upgraded, funded by the Highways Department.
- A request has been received for a Dog Bin at Woodcote at a cost of approximately £60; the 3-year collection service by CCS at approximately £1000.00 will be funded by CC J Jones from Environmental Funds.
- Cllr Fletcher advised that there is help available and several exemptions for those who are struggling to re-cycle household waste.

City Councillors Mary & Jeff Jones left the meeting at 8.00 pm.

The Chair wished Cllr M. Jones best wishes for her forthcoming operation.

6c) Clerk's report - Mrs S Bagley

- The Clerk confirmed that several attempts have been made to contact The Forge to discuss their invoice but to no avail. This relates to the railings for the flower beds in Killay precinct being supplied 50mm higher than agreed on the order. It was agreed that Cllr Fletcher would visit The Forge in person. If this action is unsuccessful it was agreed to take advice from Trading Standards.
- One Voice Wales has asked if KCC wish to rejoin at a cost of £736.00. The offer was declined
- CCS has now informed KCC that they can co-opt the current vacancy.

6d) Social media & marketing committee report - Cllr J Robinson/B John

- The Minutes and agendas are all up to date.
- Cllr Dave has been added to the list of Councillors.
- S Hemsley Rice has been removed from the Website and a notice of vacancy has been added.

Cllr B John had nothing to report.

6e) Gardening Committee report - Cllr J Evans

- Cllr Evans reported that the spring bulbs at Killay precinct are now growing fast. Due to the absence of Cllr Evans there was no further report.

7. Planning Report - Cllr E Sides

Validated Applications for period 20 January - 22 February 2019

The main item of interest is that the application for change of use of the butcher has been refused on the grounds that it has not been actively marketed as A1 category for more than 12 months, a requirement under Supplementary Planning Guidance (SPG)

Validated Applications for period: 21 January 2019 to 22 February 2019

2019/0290/FUL; [13-Feb-19] 80 Broadmead Killay Swansea SA2 7EJ;

Two storey side, single storey rear extension and fenestration alterations

KCC comment: None

Decisions for period: 21 January 2019 to 22 February 2019

2018/2716/FUL: 2 Bron Y Bryn Killay Swansea SA2 7NP

Conversion of one single garage to living accommodation and external alterations

Approved by CCS (on 14-Feb-19)

2018/2686/FUL: Hendrefoilan Primary School Duvant Road Killay Swansea SA2 7LF

Single storey side extension (Council Development Regulation 3)

Approved by CCS (on 11-Feb-19)

2018/2309/FUL: 7 The Precinct Killay Swansea SA2 7BA

Change of use from butchers (Class A1) to hot food cafe (Class A3).

Refused by CCS (on 22-Feb-19)

This was refused on the grounds that it had not been marketed as A1 for more than 12 months.

8. Finance Report (SB/NF)

A list of banking details carried out during February circulated previously were accepted, agreed by Council and signed by Cllr N Fletcher.

The monthly bank statements have been checked and verified by Cllr S John.

- Clerk's expenses for February £24.80 (tel.)
Proposed by Cllr B John; seconded by Cllr J Fitton.

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| Number 1 Account – Treasurer | £17,568.79 |
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The Clerk confirmed that the three Community Council bank accounts have been consolidated into one account.

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| 9. Independent Remuneration Panel for Wales Annual Report February 2019 | |
| <p>The IRP report for Wales has been ratified and agreed upon.</p> <p>The report states that Community Councils must make available a payment of £150.00 for each Councillor and must publish after the annual audit what each individual member has been paid. Payment to KCC Councillors will start in March 2020. (see new standing order – Item 10)</p> <p>Councillors who wish to decline the payment must make their intentions available in writing to the Clerk by 19th February 2020.</p> | |
| 10. Review of Standing Orders | |
| <p>New standing order – reference Item 9.</p> <p>“In compliance with the Independent Remuneration Panel for Wales annual report February 2019, all Councillors are entitled to an annual payment of the £150. The payment will be made in full in March to all Councillors who have served since the previous April. Payments to Councillors who have served less than twelve months will be paid pro rata at £12.50 per month rounded up to the next whole month”</p> <p>Proposed by the Finance Committee and seconded by Cllr P Walsh.</p> <p>KCC Standing Orders have been approved and updated.</p> | |
| 10a. Review of Financial Regulations | |
| <p>Minor amendments made to reflect that the Council use on-line banking for transactions. An amendment was made to allow the treasurer to hold £100 (previously £50) of income from a single event as petty cash.</p> <p>KCC Financial Regulations have been updated and approved.</p> | |
| 11. Requests for Donations (SB) | |
| <p>Wales Air Ambulance have asked for support –</p> <p>Cllr S John proposed a donation of £100.00;</p> <p>Cllr P Walsh proposed a donation of £200.00, seconded by Cllr R Dave. All were in favour.</p> | |
| 12. Adoption of amended CCS/Town & Community Council Charter. | |
| <p>The Charter, previously adopted in 2013 has been updated, mainly to replace jargon with plain English.</p> <p>KCC Councillors all agreed to adopt the CCS Town & Community Council Charter.</p> <p>The Clerk will inform CCS Electoral Services.</p> | |
| 13. Review of KCC - Open Forum | |
| <p>Cllr S John is to enquire what date KCC can hold the Forum at Siloam Chapel Hall.</p> | Cllr.S.John |
| 14. Defibrillators | |
| <p>Cllr Fletcher confirmed that unfortunately the All Wales Lottery has turned down KCC's application for a grant to fund defibrillators. Some of the reasons why were discussed in detail.</p> <p>Cllr J Fitton stated that there were a number of other options available to KCC which she will e-mail further details to Cllr Fletcher.</p> | Cllr.Fitton |

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| 15. Events | |
| <p>➤ <u>St David's Day</u></p> <ul style="list-style-type: none"> ~ Event to be held at the Precinct on Monday 4th March due to 1st March being a non school day. ~ The children will parade their Dragon at 10.30. ~ Cllr S John has sourced Welsh Cakes and drinks for the children of Hendrefoilan School. <p>➤ <u>Tea Party</u></p> <ul style="list-style-type: none"> ~ A working party to organise the event will initially meet at the Black Boy on Wednesday 6th March at 7.00 pm ~ Provisional attendees include Cllrs B John/M Idris/J Fitton/M Idris. <p>➤ <u>Band Night 24th August at Precinct</u></p> <ul style="list-style-type: none"> ~ Cllr Robinson confirmed the booking of the VIPs for the band night at the Precinct in August. <p>~ Cllr John informed Councillors that Christmas decorations at St Hilary's were damaged when taken down. Cllr Fletcher suggested that they be replaced out of KCC funds.</p> | |
| 16. Feasibility of a Litter Pick | |
| <p>A resident had requested, via Facebook, for KCC to organize a litter pick. This was in response to the amount of plastic blown around recently after a particularly windy night prior to pink bag collection day.</p> <p>Cllr Fletcher suggested that a litter pick could take place if and when necessary.</p> <p>A risk assessment will need to be taken, KCC are covered for Public Liability Insurance which is available for any member of the public taking part provided they are given guidelines on safety.</p> <p>Cllr Fitton stated that Friends of Duvant Park have litter picking equipment that could be borrowed.</p> | |
| 17. Items for inclusion on next Agenda. | |
| May Tea Party | |
| There being no further business to discuss the meeting closed at 8.58 pm | |

Signed Councillor _____ **27th March 2019**