



KILLAY COMMUNITY COUNCIL (CYNGOR CYMUNED CILÂ)

MONTHLY MINUTES Wednesday 22nd November 2023 7.15 pm multi-location meeting

Prior to the start of the meeting, the Clerk informed members of the resignation of Harry Cole – Youth Representative.		
Attendance in person		
Cllr Nigel Fletcher (Chair)	Cllr Jim Robinson	Cllr Riannon Barrar
Cllr Joanne Fitton	Cllr Mary Idris	Cllr Tyrone Lewis
Cllr Sarah Gee	Maria Jeffries Youth Representative	Clerk to the Council Sue Bagley
Attendance Remotely		
Cllr Beth Rowe	Cllr Jan Evans	Cllr Sue John
Cllr Peta Walsh	Cllr Tom Fitton	
1. Apologies		
City Cllr Mary Jones	City Cllr Jeff Jones	City Cllr Louise Gibbard
Cllr Dawn Morse	Cllr Linda Aubrey	
2. Declaration of Interests		<i>To be actioned by</i>
In accordance with the provision of the Code of Conduct, Council members must declare a personal and/or prejudicial 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. (During remote meetings, interest is disclosed verbally and recorded by the Clerk). Cllr SJ disclosed a personal Interest in the Father Christmas Grotto at Siloam Chapel. Cllr TF disclosed a personal Interest in room hire payment to Scout HQ.		
3. Acceptance of Minutes of meeting held on 25th October 2023		<i>To be actioned by</i>
The minutes of the meeting circulated previously were accepted by full Council as being a true and accurate record, after an omission of Cllr T Lewis's name was added, and one typing error.		
4. Matters arising from meeting held on 25th October 2023		<i>To be actioned by</i>
Page 3 item (d) Cllr Robinson confirmed that KCC are currently without a website due to issues arising from the transfer of the website to a new provider. Cllr Robinson explained that he is having difficulties with the website and has created a temporary site as an interim measure - killay.org/killaycommunitycouncil Cllr Robinson will continue to rectify the issue and report back to Council in 2024.		Cllr Robinson

<p>5. Correspondence received (SB)</p> <p>Any urgent correspondence was circulated prior to the meeting and items to be discussed are on the agenda.</p> <ul style="list-style-type: none"> • Letter from Duvant School thanking KCC for the contribution towards the purchase of benches. • Letter from Killay Luncheon Club thanking KCC for their donation. • Survey from Police Crime Commission sent to all Councillors to complete. • City & Council of Swansea Civic Carol Service to be held at St Mary’s Church on the 12th December. • The current vacancy for a Community Councillor is on the Notice Board and will remain there for 14 days, until notification is received from Democratic Services that we can co-opt the position. 	<p><i>To be actioned by</i></p> <p>January agenda</p>
<p>6. Reports</p> <p>The following reports were made by relevant members:</p> <p>a) Chair’s report (NF) Cllr Fletcher confirmed to members that he had attended the Town & Community Council Forum on 22nd November. Cllr Fletcher gave a brief summary of the Planning presentation. A copy of the presentation to be circulated to the Planning committee.</p> <p>A discussion took place regarding the introduction of a “Shared drive” where documents can be shared. Cllr Robinson explained that a survey had been carried out in the past to ascertain what applications Councillors had access to (E.G. Google, Microsoft, Drop-box) As no common platform was available no further action had been taken. This is still considered to be the simplest form of sharing files and Cllr Robinson will confirm with the Clerk which will be most suitable.</p> <p>Vice Chair Cllr J Robinson met with Martin Nichols Chief Executive of Swansea City Council for an informal meeting and discussed Bus Services and Litter Bins. Cllr Robinson agreed to explore with C Cllr Gibbard litter bins with QR codes to allow the public to more easily report over-flowing litter bins</p> <p>b) City Councillors’ Report (LG, JJ, MJ) <i>No report from Councillors due to their absence.</i></p> <p><i>City Councillor L Gibbard: (The following report was circulated to all members prior to the meeting):</i></p> <p><u>Cllr Louise Gibbard: Killay Community Council Report - November 2023</u> The full report was circulated to all Councillors prior to the meeting. The following is a summary; Review of Polling Districts and Polling Places/Stations 2023</p> <ul style="list-style-type: none"> • Swansea Council are conducting a Review of Polling District & Polling Places. Public consultations can be made on-line up to 20th December 2023. <p>Waste & Recycling Update</p> <ul style="list-style-type: none"> • <u>Reusable Recycling Containers</u> In order to reduce / eliminate the use of single use green bags for the collection of glass, cans, paper and cardboard, the Council are trialing the use of reusable containers, including waxed hessian bags for paper & cardboard plus 40 l caddies for glass and cans. 	<p><i>To be actioned by</i></p> <p>Cllr Fletcher</p> <p>Cllr Robinson Clerk</p> <p>Cllr Robinson</p>

- **Seasonal Garden Waste**

The Council are running a trial to stand down garden waste collections between 4th December 2023 and 29th January 2024. Only 5% of our garden waste is collected during these months, so vehicles are regularly not fully loaded. These resources can be used for the collection of other waste streams that increase during the Christmas period.

Electric Vehicle Charging ‘Have your Say’

- As previously reported Council are looking at installing 2 EV charging points in the precinct.
- Swansea Council has launched an online Electric Vehicles 'Have Your Say' survey to assist in guiding the Council in identifying and evidencing the need and demand for new locations for the introduction of publicly available electric vehicle charging points.

Chief Executive Visit

- Martin Nichols, Swansea Council Chief Executive visited the ward on Friday 10th November with myself and Cllrs Mary and Jeff Jones. Went to Ty Cila, the library and the Village Inn (where we also met with Cllr Robinson on behalf of KCC).

Bonfire Night

- The Duvant RFC fireworks went off without problems. Parking issues at previous events were avoided - grateful to the club for putting on extra volunteers and for letter dropping local residents beforehand, and to council parking enforcement for having officers attend.

Ward Visits/ Events

- Surgery in Killay Library on 4th Nov (next one in Duvant Social Centre Sat 2nd December)
- Ran half term breakfast club in Killay Scout and Guides HQ
- St Hilary’s Remembrance Service
- Duvant Primary School Community Café- these are to be held fortnightly on Monday mornings 9.15-10.15 but check with school first if anyone would like to attend
- Friends of Duvant Park- Autumn in the park event, meeting Monday 20/11/23, Discussion of plans for Orchard management, Carols in the Park (Monday 18th December tbc) and possible history project.
- ‘Toy Share’- if you have any unwanted toys/ children’s books etc in good working order and wish to donate them please drop off to McCartan’s letting agents on Gower Road ahead of our Toy Share event on Sunday 3rd December in Killay Scout and Guides HQ. All welcome to drop in and pick up some free stocking fillers. Tea and coffee served. Any cash donations received will go to Sketty Foodbank.

Father Christmas

- I have arranged for Father Christmas to visit Ty Cila as he is unable to incorporate as part of KCC parade. Thank you to Jim/Beth for passing on the request.

Leaf Fall

- I’ll report any issues I’m made aware of. The public can report excess leaf-fall via evh@swansea.gov.uk. I’m grateful to residents who sweep up leaves themselves.

(c) Clerk’s Report (SB)

All relevant items were circulated to members prior to the meeting.

(d) Social Media & Marketing Committee (JR; TF; MI; BR)

- Cllr Fletcher suggested that photographs taken during Halloween and Christmas maybe suitable for our new Pop Ups.
- Parental Consent forms will be available for parents to sign.

Cllr T Fitton

<ul style="list-style-type: none"> • Cllr Robinson informed Council that killay.org/killaycommunitycouncil is available as a temporary site. <p>(e) Gardening Committee (JE, SJ, PW, DM)</p> <ul style="list-style-type: none"> • Cllr Evans reported that the begonias have now been lifted and the Tête-à-Tête daffodils have been planted. • A quotation for the 2024 floral display has been received from the Parks Department. This shows a £700 (16.5%) increase compared with 2023. Cllr Fletcher and Clerk will question this with the Parks department and seek justification for the significant price increase. <p>(f) Public Rights of Way (RB, BR, SG) Cllr R Barrar - November 15th 2023 report KI 103 (access Clyne Valley path opposite Garrod Avenue) The Countryside Access Team agreed in August 2023 to put signage on this path but as yet, this has not been placed. The entrance to the path through a gate was impassable due to the huge puddle of water across the path. The PRow committee will ask City Councillors for an update in January 2024.</p>	<p>Cllr Fletcher & Clerk</p> <p>C Cllr L Gibbard</p>						
<p>7. Planning (JF, SG, MI, LA)</p>	<p><i>To be actioned by</i></p>						
<p>The following planning report for week commencing 20th November was circulated to all members prior to the meeting:</p> <p>Applications validated: 2023/2295/FUL Shopfront alteration to existing pharmacy and installation of a 24/7 prescription collection point to an existing window aperture. 414 Gower Road Killay Swansea SA2 7BA Received 31.10.23 - Status: being considered 2023/2133/FUL Construction of raised deck area to rear of property. 69 Duvant Road Killay Swansea SA2 7NL Received 2.11.23 - Status: being considered</p> <p>Applications Decided: 2023/2026/PLD Installation of solar panels (application for a Certificate of Proposed Lawful Development) Killay Dental Health Centre 11 Cygnet Close Killay Swansea SA2 7BD. Received 25.9.23 - Decision: Is lawful – 27.10.23 2023/1927/FUL Detached garage/workshop. 323 Gower Road Killay Swansea SA2 7AE. Received 11.9.23 - Decision: Approved 8.11.24</p>							
<p>8. Financial Report (SB / NF)</p>	<p><i>To be actioned by</i></p>						
<p>a) Statement of Accounts: The November statement of accounts, circulated previously, were accepted and agreed by Council.</p> <p>b) Approval of Clerk’s telephone expenses for November £36.20 Cllr S John confirmed that the monthly bank statement has been checked and verified.</p> <p>Payments: The Clerk requested approval for the following payments:</p> <table border="1" data-bbox="135 1917 1259 1993"> <tr> <td>Gower Trees</td> <td>£319.20</td> <td>Christmas Tree</td> </tr> <tr> <td>S Bagley</td> <td>£36.20</td> <td>Clerk Expenses - November</td> </tr> </table>	Gower Trees	£319.20	Christmas Tree	S Bagley	£36.20	Clerk Expenses - November	
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S John	£4.52	Halloween
L Aubrey	£13.43	Halloween
S Bagley	£59.50	Christmas Grotto
Salvation Army	£100.00	Donation (Christmas Carols)
Siloam Chapel	£50.00	Room Donation (Christmas Grotto) SJ Declared Int.
Killay Scout & Guides	£75.00	Room Hire (Halloween) TF declared Interest
S Bagley	£50.00	Father Christmas Suit (paid to R Williams Cash)
S Bagley	£20.00	Gift Vouchers for Elves
CCS	£180.00	Daffodil Bulbs
S Bagley	£55.00	Computer Repair

All payments were proposed by Cllr J Fitton and seconded by Cllr T Lewis.

- Proposal to Siloam Chapel for Hall Hire was proposed by Cllr M Idris and seconded by Cllr T Lewis
- Proposal to Killay Guides and Scouts for Room Hire for Halloween was proposed by Cllr J Evans seconded by Cllr S John.

It was agreed to schedule a Finance meeting via zoom for the 17th January 2024 at 7pm. The purpose of the meeting will be to propose a budget for 2024/2025 and subsequently the 2024/2025 precept.

All Councillors were asked to consider their budget allocation in readiness and to inform the Chairman / Clerk of their requirements by the 10th January 2024.

Cllr Fletcher summarized the impractical issue regarding the withdrawal / deposit of petty cash from the KCC account, but assured Council that all procedures are transparent and recorded in line with auditor recommendations.

9. Future Events – All Councillors

To be actioned by

a) Halloween – Tuesday 31st October – Scout & Guide Headquarters

The Halloween event was a great success. Grateful thanks to Cllr D Morse for supplying decorations for the event.

b) Christmas Parade – Monday 27th November

All items on the action list are in hand.

c) Father Christmas Grotto – Siloam Chapel Hall 2nd December

50 tickets have been sold. Maximum 100 to be sold.

All details are in hand, again thanks to Cllr D Morse for supplying Christmas Decorations.

d) The Carol Service - Siloam Chapel on the 10th December at 6.00 pm

15 children from Hendrefoilan Primary School Choir will take part.

After a short discussion members agreed that the plate collection taken on the night would be donated to St Matthews Church High Street, Swansea. (Matts Café)

Cllr S John left the meeting at 8.10pm

Other Christmas activities:

- The KCC Christmas meal at the Black Boy on 10th January 2024 has been booked and the Clerk will confirm numbers shortly.
The Clerk will provide further information nearer the time.
It is proposed to hold a quiz and Cllr Evans will take on this task.

Clerk
Cllr Evans

10. Killay Open Gardens Events	<i>To be actioned by</i>
Item deferred until January 2024 agenda	January agenda
11. Equality & Inclusivity (SG)	
<p>Cllr Gee proposed a meeting for the 22nd February at St Hilary's Church Hall for professionals and representatives of local agencies. The cost for this event is £15.00 per hour and £17.50 for a larger hall. Cllr Gee requested a small budget to cover this event plus provision of tea/coffee etc. The Equality & Inclusivity working group will meet in January.</p> <p>There will also be a further meeting sometime during March.</p> <p>Council agreed to make these funds available.</p>	Cllr Gee
12. Requests for Donations	<i>To be actioned by</i>
<ul style="list-style-type: none"> • A request has been received from Siloam Chapel Hall for financial help with their electrical maintenance. <p>A detailed discussion took place and before any decision could be taken it was decided to approach the Chapel Authority to ask for further clarification regarding the need for the maintenance, and also the cost of the maintenance.</p> <p>When an answer is received it will be discussed at the next meeting in January 2024.</p>	January agenda
13. Items for future meeting (s)	<i>To be actioned by</i>
<ul style="list-style-type: none"> • Donation to Kids Cancer Charity – deferred to February 2024 • Bus Services (JR) • Litter Bins (JR) 	
14. Any other business	
There was no further business to discuss, and the meeting closed at 9.04 pm.	